

AGENDA

BOARD OF MAYOR AND ALDERMEN

October 2, 2007

7:30 PM

**Aldermanic Chambers
City Hall (3rd Floor)**

1. Mayor Guinta calls the meeting to order.
2. The Clerk calls the roll.
3. Welcoming ceremony for Mayor Jane Ward and delegation from the Rhonnda Valley in Wales.
4. Swearing in presentation of Mrs. Georgie Reagan as Honorary Chairman of the Arts Commission.
5. Discussion with representatives of the Manchester School District relating to whether or not the School District has considered placing their health insurance benefits out to bid.

CONSENT AGENDA

6. Mayor Guinta advises if you desire to remove any of the following items from the Consent Agenda, please so indicate. If none of the items are to be removed, one motion only will be taken at the conclusion of the presentation.

Ratify and Confirm Poll Conducted

- A. On September 13, 2007 approving a public hearing be held on October 2, 2007 relative to an application for a Community Revitalization Tax Relief Incentive for property located at 20 Concord Street (aka Map 9, Lot 12) pursuant to RSA 79-E.

Accept BMA Minutes

- B.** Minutes of a meeting of the Board of Mayor and Aldermen held on June 5, 2007.
(Note: available for viewing at the Office of the City Clerk and forwarded under separate cover to Mayor and Aldermen.)

Pole Petitions – Approve under the supervision of the Department of Highways

- C.** PSNH Pole Petition #11-1168 located on Pine Street
PSNH Pole Petition #11-1172 located on Brown Avenue/River Bend
PSNH Pole Petition #11-1173 located on John Devine Drive

Sidewalk Petitions (50/50 Program FY2007) – Approve subject to the availability of funding

- D.** Communication from Jay Davini, Public Utilities Coordinator, requesting approval of sidewalk petitions.

Informational – to be Received and Filed

- E.** Manchester Health Department Monthly Report Summary, September 2007.
- F.** Minutes of the Mayor's Utility Coordinating Committee meeting held August 15, 2007.
- G.** Minutes of the MTA Commission meeting held on July 31, 2007 and the Financial and Ridership Reports for July 2007.
- H.** Communication from School Committee Members Kruse and Beaudry requesting the Board reject the proposal to locate Corcoran's recycling facility at the Brown Avenue Industrial Park.
- I.** Communication from the Johnson and Ogden Families expressing their gratitude for your expressions of sympathy during their recent loss.

- J.** Communication from Comcast submitting their second quarter of 2007 franchise fee payment in the amount of \$341,197.90.

REFERRALS TO COMMITTEES

COMMITTEE ON FINANCE

- K.** Resolutions:

“Amending the FY2001 and FY2003 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of Two Hundred Fifty Thousand Dollars (\$250,000) for the 2001 CIP 740001 CSO Abatement Projects.”

“Amending the FY2007 Community Improvement Program, authorizing and appropriating funds in the amount of Twenty Five Thousand Dollars (\$25,000) for the FY2007 CIP 210007 HIV Counseling & Testing.”

“Amending the FY2008 Community Improvement Program, authorizing and appropriating funds in the amount of Twenty Seven Thousand Six Hundred Sixty Six Dollars (\$27,666) for the 2008 CIP 213908 Manchester Multi-Lingual Asthma Education and Outreach Program.”

“Amending the FY2008 Community Improvement Program, authorizing and appropriating funds in the amount of Ten Thousand Dollars (\$10,000) for the FY2008 CIP 411708 Firesafe Intervention Program.”

“Amending the FY2008 Community Improvement Program, authorizing and appropriating funds in the amount of Twenty Thousand Dollars (\$20,000) for the 2008 CIP 511808 Recreational Improvements Fund Project.”

REPORTS OF COMMITTEES

COMMITTEE ON ACCOUNTS, ENROLLMENT AND REVENUE ADMINISTRATION

- L.** Advising that it has ratified and confirmed the poll conducted on August 23, 2007 approving conference reimbursement for Frank Thomas and Fred McNeill at the NEWEA Conference held in Boston, MA from January 21-24, 2007.
(Unanimous vote with the exception of Alderman Thibault who was absent.)
- M.** Advising that it has accepted the City's Monthly Financial Statements (unaudited) for the two months ended August 31, 2007 and is forwarding same to the Board for information purposes.
(Note: available for viewing at the Office of the City Clerk and previously forwarded to the Mayor and Aldermen.)
(Unanimous vote with the exception of Alderman Thibault who was absent.)
- N.** Advising that it has accepted the following Finance Department reports:
- a) department legend;
 - b) open invoice report over 90 days by fund;
 - c) open invoice report all invoices for interdepartmental billings only;
 - d) open invoice report all invoices due from the School Department only;
 - e) listing of invoices submitted to City Solicitor for legal determination; and
 - f) accounts receivable summary
- and is forwarding same to the Board for information purposes.
(Note: available for viewing at the Office of the City Clerk and previously forwarded to the Mayor and Aldermen.)
(Unanimous vote with the exception of Alderman Thibault who was absent.)
- O.** Recommending that an Agreed Upon Procedures audit of the financing related to the Riverfront Development project be obtained from an independent accounting firm to determine if taxpayer monies have been used to pay debt services.
(Unanimous vote with the exception of Alderman Thibault who was absent.)

COMMITTEE ON BILLS ON SECOND READING

P. Recommending that Zoning Ordinance:

“Amending the Zoning Ordinances of the City of Manchester by extending the Neighborhood Business District (B-1) into an area currently zoned Urban Multifamily District (R-3), being a portion of Tax Map 178, Lot 12 with an address of 438 Dubuque Street and abutting Amory Street. A majority of the property is currently zoned R-3 and the petition would extend the B-1 to include the entire lot.”

ought to pass.

(Unanimous vote.)

COMMITTEE ON COMMUNITY IMPROVEMENT

Q. Recommending that amending resolutions and budget authorizations for projects be approved as follows:

210007 HIV Counseling & Testing - \$25,000

213908 Manchester Multi-Lingual Asthma Education and Outreach
Program - \$27,666

411708 Firesafe Intervention Program - \$10,000

511808 Recreational Improvements Fund Project - \$20,000

and for such purposes resolutions and budget authorizations have been submitted.

(Unanimous vote.)

R. Recommending that fund transfers revising the Cohas Phase 2 and CSO projects be granted and approved and for such purpose budget authorizations and an amending resolution have been submitted.

(Unanimous vote.)

S. Recommending that funds be appropriated to purchase radio equipment for the Police Department. The Committee notes that it has requested the Director of Planning and Community Development, Finance Officer, and the Mayor to make recommendations to the Board regarding funding this request at the October 16th meeting of the Board.

(Unanimous vote.)

**LADIES AND GENTLEMEN, HAVING READ THE CONSENT AGENDA,
A MOTION WOULD BE IN ORDER THAT THE CONSENT AGENDA BE
APPROVED.**

7. Nominations to be presented by Mayor Guinta, if available.
8. Report of the Committee on Community Improvement recommending that a request of the Police Department to purchase the following:
 - Two four-wheeled ATV's, a trailer, helmets and two GPS units at an approximate cost of \$12,000;
 - Three traffic counters at a cost of \$8,250; and
 - One radar speed trailer at a cost of \$7,000be approved. The Committee notes that it has requested the Planning and Community Development Director to recommend a source of funding at the October 2nd meeting of the Board.
(Unanimous vote.)
Ladies and Gentlemen, what is your pleasure?
9. Report of the Committee on Community Improvement recommending that a request for funding to relocate the AmeriCorps VISTA Program to the Rines Center be approved at a cost of up to \$13,200. The Committee has requested that a source of funding be presented by the Planning and Community Development Director at the October 2nd meeting of the Board.
(Unanimous vote.)
Ladies and Gentlemen, what is your pleasure?
10. Communication from Karen DeFrancis, School District Business Administrator, inquiring as to the status of the approval of the bond resolution for the MST (Manchester School of Technology) Renovation project noting it is the School District' desire to have the project approved immediately so that construction plans and bidding process can be completed by spring.
Ladies and Gentlemen, what is your pleasure?
11. Mayor Guinta advises that a motion is in order to recess the regular meeting to allow the Committee on Finance to meet.
12. Mayor Guinta calls the meeting back to order.

OTHER BUSINESS

13. Report(s) of the Committee on Finance, if available.
Ladies and Gentlemen, what is your pleasure?
14. Report of the Committee on Public Safety, Health and Traffic, if available.
Ladies and Gentlemen, what is your pleasure?
15. Consideration of a Community Revitalization Tax Relief Incentive application for property located at 20 Concord Street (AKA Map 9, Lot 12).
Ladies and Gentlemen, what is your pleasure?
16. Ordinances: **(A motion is in order to read by titles only.)**

“Amending the Zoning Ordinances of the City of Manchester by extending the Neighborhood Business District (B-1) into an area currently zoned Urban Multifamily District (R-3), being a portion of Tax Map 178, Lot 12 with an address of 438 Dubuque Street and abutting Amory Street. A majority of the property is currently zoned R-3 and the petition would extend the B-1 to include the entire lot.”

“An Ordinance amending the Ordinances of the City of Manchester relating to dog fouling by amending Section 38.06 by deleting the fines related to Code Section 90.04 and replacing them with the following new fines:”

These Ordinances having had their second reading by titles only, the question is on passing same to be Enrolled.

17. Mayor Guinta advises that a motion is in order to recess the regular meeting to allow the Committee on Accounts, Enrollment and Revenue Administration to meet.
18. Mayor Guinta calls the meeting back to order.

19. Report(s) of the Committee on Accounts, Enrollment and Revenue Administration, if available.
Ladies and Gentlemen, what is your pleasure?

20. Communication from Kevin Buckley, Independent City Auditor, advising that after his analysis an audit of the Riverfront Development project will not give the Board any further information or confidence and would be an unwise use of city funds.
Ladies and Gentlemen, what is your pleasure?

21. Communication from Virginia Lamberton, Human Resources Director, submitting a health insurance update.
Ladies and Gentlemen, what is your pleasure?

22. Communication from Virginia Lamberton, Human Resources Director, on behalf of the Quality Council, recommending an award of \$500 to Ms. Colleen Driscoll, Police Payroll Coordinator for her suggestion submitted to the Bright Ideas Program.
Ladies and Gentlemen, what is your pleasure?

23. Ordinances: **(A motion is in order to read by titles only.)**

“Amending the Zoning Ordinances of the City of Manchester by extending the Neighborhood Business District (B-1) into an area currently zoned Urban Multifamily District (R-3), being a portion of Tax Map 178, Lot 12 with an address of 438 Dubuque Street and abutting Amory Street. A majority of the property is currently zoned R-3 and the petition would extend the B-1 to include the entire lot.”

“An Ordinance amending the Ordinances of the City of Manchester relating to dog fouling by amending Section 38.06 by deleting the fines related to Code Section 90.04 and replacing them with the following new fines:”

These Ordinances having had their third and final reading by titles only, the question is on passing same to be Ordained.

24. Resolutions: (A motion is in order to read by titles only.)

“Amending the FY2001 and FY2003 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of Two Hundred Fifty Thousand Dollars (\$250,000) for the 2001 CIP 740001 CSO Abatement Projects.”

“Amending the FY2007 Community Improvement Program, authorizing and appropriating funds in the amount of Twenty Five Thousand Dollars (\$25,000) for the FY2007 CIP 210007 HIV Counseling & Testing.”

“Amending the FY2008 Community Improvement Program, authorizing and appropriating funds in the amount of Twenty Seven Thousand Six Hundred Sixty Six Dollars (\$27,666) for the 2008 CIP 213908 Manchester Multi-Lingual Asthma Education and Outreach Program.”

“Amending the FY2008 Community Improvement Program, authorizing and appropriating funds in the amount of Ten Thousand Dollars (\$10,000) for the FY2008 CIP 411708 Firesafe Intervention Program.”

“Amending the FY2008 Community Improvement Program, authorizing and appropriating funds in the amount of Twenty Thousand Dollars (\$20,000) for the 2008 CIP 511808 Recreational Improvements Fund Project.”

If the Board so desires, a motion is in order that the Resolutions pass and be enrolled.

TABLED ITEMS

A motion is in order to remove any of the following from the table for discussion.

- 25.** Report of the Committee on Bills on Second Reading recommending that Ordinance:

“Amending the Zoning Ordinance of the City of Manchester by extending the B-2 (General Business) zoning district to include property currently zoned IND (Industrial) located on the south side of Gold Street east of the former Lawrence Branch of the B&M Railroad and including the following three lots Tax Map 875-14, 875-15, 875-16.”

ought to pass.

(Aldermen Duval, Lopez, Garrity and Pinard recorded in favor; Alderman Gatsas opposed.)

(Tabled 09/05/2006)

- 26.** Report of the Committee on Bills on Second Reading recommending that Ordinance:

“Amending the Zoning Ordinance of the City of Manchester by extending the R-3 (Urban Multi-family) zoning district to include property currently zoned R-1B (Single-family) located on a portion of Tax Map 691 Lot 143-1 that will be on the north side of a proposed Gold Street Bypass and adjacent to Bradley Street and the New St. Augustin’s Cemetery.”

ought to pass.

(Aldermen Duval, Lopez, Garrity and Pinard recorded in favor; Alderman Gatsas opposed.)

(Tabled 09/05/2006)

- 27.** Report of the Committee on Community Improvement advising that it has requested staff to prepare documents to provide that the City agree to extend the term on the 2nd mortgage relating to Lowell Terrace Associates property located at the northwest corner of Lowell and Chestnut Streets to coincide with the expiration of the existing first mortgage in 2013.

(Unanimous vote)

(Tabled 05/15/2007. Additional materials provided by Finance enclosed.)

28. A Majority report of the Committee on Bills on Second Reading recommending that Ordinance:

“Amending the Zoning Ordinance of the City of Manchester by extending the General Business District (B-2) into an area currently zoned Residential One Family District (R-1B), being a portion of Tax Map 381, Lot 47 with an address of 466 South Willow Street and abutting South Lincoln, South Willow and Parkview Streets. A majority of the property is currently zoned B-2 and the petition would extend the B-2 to include the entire lot.”

be denied at this time.

The Committee notes that the business owner should work with the neighborhood and may return with a petition after addressing issue as noted in a communication from Alderman Garrity enclosed herein.

(Aldermen Garrity, Pinard and Duval in favor. Aldermen Lopez and Gatsas opposed.)

(Tabled 06/05/2007)

- A Minority report of the Committee on Bills on Second Reading recommending that Ordinance:

“Amending the Zoning Ordinance of the City of Manchester by extending the General Business District (B-2) into an area currently zoned Residential One Family District (R-1B), being a portion of Tax Map 381, Lot 47 with an address of 466 South Willow Street and abutting South Lincoln, South Willow and Parkview Streets. A majority of the property is currently zoned B-2 and the petition would extend the B-2 to include the entire lot.”

ought to pass.

The minority advises that the proposed zoning, in its opinion, is consistent with the highest and best use of the property and that neighborhood concerns can be best addressed through the development process at the Planning Board level, therefore, that such rezoning should be considered subject to the Planning Board approving any plans for development of the property.

S/Alderman Lopez

(Tabled 06/05/2007)

(Note: additional communications from Alderman Garrity and petitions enclosed.)

29. NEW BUSINESS

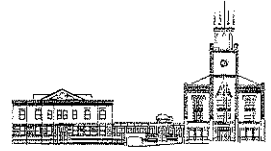
- a) Communications
- b) Aldermen

30. If there is no further business, a motion is in order to adjourn.



CITY OF MANCHESTER

Board of Aldermen



July 27, 2007

Dr. Michael Ludwell
Superintendent of Schools
Manchester School District
286 Commercial Street
Manchester, New Hampshire

Re: Health Insurance

Dear Dr. Ludwell:

The City has seen excellent financial benefits from putting the health insurance out to bid. I was wondering if the School District has considered putting your health insurance out to bid?

Would it be possible for you or Ms. DeFrancis to attend the next Board of Aldermen meeting to discuss this important issue? Please contact Carol Johnson or Paula LeBlond Kang in the City Clerk's Office to let them know whether or not you or Ms. DeFrancis will be able to attend the Board meeting that is scheduled for Tuesday, August 7, 2007 to discuss this important matter.

Thank you for your anticipated cooperation.

Sincerely,

IN BOARD OF MAYOR & ALDERMEN

DATE: August 7, 2007

ON MOTION OF ALD. Gatsas

SECONDED BY ALD. Osborne

VOTED TO table

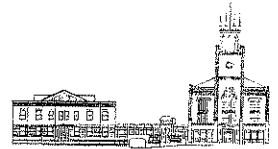
Carol Johnson
CITY CLERK

Ted Gatsas
Alderman



CITY OF MANCHESTER

Office of the City Clerk



Leo R. Bernier
City Clerk

Carol A. Johnson
Deputy City Clerk

Paula L-Kang
Deputy Clerk
Administrative Services

Matthew Normand
Deputy Clerk
Licensing & Facilities

Patricia Piecuch
Deputy Clerk
Financial Administration

Memo To: Mayor Guinta and All Aldermen

From: Carol A. Johnson
Deputy City Clerk

Date: September 13, 2007

Re: Poll to conduct Public Hearing

This office is in receipt of a Community Revitalization Tax Relief Incentive Application for property located at 20 Concord Street (aka Map 9, Lot 12). The application was filed through the Manchester Economic Development Office.

In order to consider the application RSA 79 requires the Board hold a public hearing. This office is polling the Board for approval of scheduling and providing notice of the public hearing to be held on Tuesday, October 2, 2007 at 6:15 PM. Please advise this office by Noon on Monday, September 17th should you have any objections. Otherwise we shall record your vote in the affirmative to hold the hearing.

The Economic Development Office has been requested to provide a report and recommendations to the Board consistent with statutory requirements at the hearing. Should you have any questions relating to this poll, please do not hesitate to contact me.

Pc: J. Minkarah
R. MacKenzie

A



CITY OF MANCHESTER

Office of the City Clerk



Leo R. Bernier
City Clerk

Carol A. Johnson
Deputy City Clerk

Paula L-Kang
Deputy Clerk
Administrative Services

Matthew Normand
Deputy Clerk
Licensing & Facilities

Patricia Piecuch
Deputy Clerk
Financial Administration

MEMORANDUM

To: Board of Mayor and Aldermen

From: Paula L-Kang
Deputy Clerk *PL-K*

Date: September 24, 2006

Re: BMA Minutes

Enclosed please find copies of BMA minutes, which will be addressed at the October 2nd meeting of the Board as follows:

June 5, 2007

Enclosures

B

PETITION AND POLE LICENSE

PETITION

Manchester, New Hampshire

August 28, 2007

To the **Board of Alderman** of the **City of Manchester**, New Hampshire.

PUBLIC SERVICE OF NEW HAMPSHIRE AND VERIZON NEW ENGLAND, INC, request a license to install and maintain underground conduits, cable and wires, and maintain poles and structures with wires, cables, conduits and devices thereon, together with such sustaining, strengthening and protecting fixtures as may be necessary along, and under the following public ways:

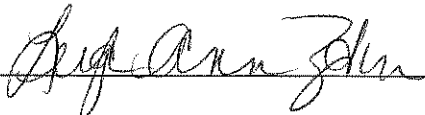
License one (1) pole, 971/79-1 located on Pine Street in the City of Manchester.

Re-License one (1) pole, 971/80 located on Pine Street in the City of Manchester.

VERIZON NEW ENGLAND, INC.

PUBLIC SERVICE OF NEW HAMPSHIRE

BY: _____



BY: _____


Licensing Specialist

LICENSE

Upon the foregoing petition and it appearing that the public good so requires, it is hereby

ORDERED

This _____ day of _____, 2007, that, PUBLIC SERVICE OF NEW HAMPSHIRE AND VERIZON NEW ENGLAND, INC. be and hereby are granted a license to erect and maintain poles and structures, with wires, cables, conduits and devices thereon, together with sustaining, strengthening and protecting fixtures, in the public ways covered by said petition. All of said wires, except such as are vertically attached to poles and structures, shall be placed in accordance with the National Safety Code in effect at the time of petition and/or license is granted.

The approximate location of the poles and structures shall be shown on plan marked "PUBLIC SERVICE OF NEW HAMPSHIRE and VERIZON NEW ENGLAND, INC." No. 11-1168, dated 8/28/2007, attached hereto and made a part hereof.

City of Manchester, New Hampshire

BY: _____

BY: _____

BY: _____

BY: _____

Received and entered in the records of the City of Manchester, New Hampshire, Book _____, Page _____

Date: _____

ATTEST: _____

_____, City Clerk





PSNH # 11-1172
CITY

CITY OF MANCHESTER, NH
PETITION FOR POLE LOCATION LICENSE

POLE LOCATION
FORM NO.1

September 11, 2007

*To the Hon. Board of Mayor and Aldermen
of the City of Manchester, New Hampshire:*

**PUBLIC SERVICE OF NEW HAMPSHIRE
&
VERIZON NEW ENGLAND, INC.**


request a license to install and maintain underground conduits, cables and wires and to erect and maintain poles and structures with wires, cables, conduits and devices thereon, together with such sustaining, strengthening and protecting fixtures as may be necessary, along, across, and under the following public ways:

License one (1) pole, 3/275Y located on Brown Avenue/River Bend in the City of Manchester.

Wherefore we pray, that we be granted a license to install and maintain underground conduits, cables and wires and to erect and maintain poles and structures with wires, cables, conduits and devices thereon together with sustaining, strengthening and protecting fixtures as may be necessary, said underground conduits, poles and structures to be installed approximately in accordance with the plan filed herewith marked "POLE LOCATION PLAN, PUBLIC SERVICE OF NEW HAMPSHIRE and VERIZON NEW ENGLAND".

Plan No. 11-1172
Dated: 9/10/2007

PUBLIC SERVICE OF NEW HAMPSHIRE

BY: 
Licensing Specialist

VERIZON NEW ENGLAND, INC.

BY: 
Right of Way Department



CITY OF MANCHESTER, NH
PETITION FOR POLE LOCATION LICENSE

POLE LOCATION
FORM NO. 1

September 12, 2007

*To the Hon. Board of Mayor and Aldermen
of the City of Manchester, New Hampshire:*

**PUBLIC SERVICE OF NEW HAMPSHIRE
&
VERIZON NEW ENGLAND, INC.**

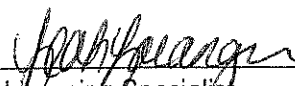
request a license to install and maintain underground conduits, cables and wires and to erect and maintain poles and structures with wires, cables, conduits and devices thereon, together with such sustaining, strengthening and protecting fixtures as may be necessary, along, across, and under the following public ways:

License three (3) poles, 772/7, 772/7Y and 772/8 located on John Devine Drive in the City of Manchester.

Wherefore we pray, that we be granted a license to install and maintain underground conduits, cables and wires and to erect and maintain poles and structures with wires, cables, conduits and devices thereon together with sustaining, strengthening and protecting fixtures as may be necessary, said underground conduits, poles and structures to be installed approximately in accordance with the plan filed herewith marked "POLE LOCATION PLAN, PUBLIC SERVICE OF NEW HAMPSHIRE and VERIZON NEW ENGLAND".

Plan No. 11-1173
Dated: 9/12/2007

PUBLIC SERVICE OF NEW HAMPSHIRE

BY: 
Licensing Specialist

VERIZON NEW ENGLAND, INC.

BY: 
Right of Way Department





**City of Manchester
Department of Highways**

227 Maple Street
Manchester, New Hampshire 03103-5596
(603) 624-6444 Fax # (603) 624-6487

Commission


Edward J. Beleski
- Chairman
Joan Flurey
William F. Houghton Jr.
Robert R. Rivard
William A. Varkas

Frank C. Thomas, P.E.
Public Works Director

Kevin A. Sheppard, P.E.
Deputy Public Works Director

- MEMORANDUM -

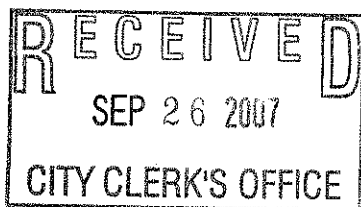
TO: Paula LeBlond – Kang
2nd Deputy City Clerk

FROM:  Jay W. Davini
Public Utilities Coordinator

DATE: September 26, 2007

RE: Sidewalk Petitions – 50/50 Program FY2008

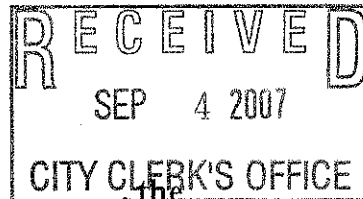
Please submit all the Sidewalk Improvement Petitions you are currently holding to the Board of Mayor and Aldermen for approval.



D



TO THE HONORABLE BOARD OF MAYOR AND
ALDERMEN:



I/we, Paul & Linda Callen
Name(s)

owner(s) of the real estate abutting upon

253 Currier Drive
Street Address

Manchester, NH 03104

PLEASE
Description (including footage): INSTALL NEW CURBING THE
ENTIRE LENGTH OF MY PROPERTY FACING THE CITY STREET.
TOTAL FOOTAGE IS NINETY-SIX FEET (96').
THE PROPERTY IS MY RESIDENTIAL HOME AT 256
CURRIER DRIVE,

desire that:

- ☐ A sidewalk be constructed along said frontage
- ☐ A sidewalk be reconstructed along said frontage
- ☒ Curbing be installed along said frontage
- ☐ Curbing be reset along said frontage

hereby agreeing that if said improvement is made, I/we will pay one-half (1/2) the cost of same. I/we the undersigned request your Honorable Board to grant this petition and to direct the Public Works Director to prepare and execute the necessary agreement between said petitioner(s) and the City of Manchester and forthwith to carry out the work as specified above.

Signed:

Paul Callen
Owner

Linda B. Callen
Owner

253 Currier Drive Manchester, N.H.
Mailing Address

03104

Phone #:

603-641-2006

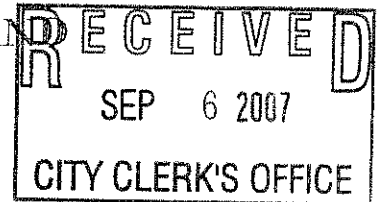
Date:

August 31, 2007

D



TO THE HONORABLE BOARD OF MAYOR AND
ALDERMEN:



I/we, Jo-Ann Lanoie, the
Name(s)

owner(s) of the real estate abutting upon 27 Tyler Ave.
Street Address

Manchester, NH 03103

Description (including footage):

duplex 84' W 74-30W Brick Front
driveway on each side.

desire that:

- ☐ A sidewalk be constructed along said frontage
- ☐ A sidewalk be reconstructed along said frontage
- ☒ Curbing be installed along said frontage
- ☐ Curbing be reset along said frontage

hereby agreeing that if said improvement is made, I/we will pay one-half (1/2) the cost of same. I/we the undersigned request your Honorable Board to grant this petition and to direct the Public Works Director to prepare and execute the necessary agreement between said petitioner(s) and the City of Manchester and forthwith to carry out the work as specified above.

Signed:

Jo-Ann Lanoie

Owner

Owner

27 Tyler Ave. Manchester N.H. 03103
Mailing Address

Phone #:

603-669-8324

Date:

D



TO THE HONORABLE BOARD OF MAYOR AND
ALDERMEN:

I/we, John + Marilyn Cashin, the
Name(s)

owner(s) of the real estate abutting upon 37 Maeston Street, Manchester
Street Address

Manchester, NH 0310

Description (including footage): 50 X 100 lot Front - Driveway

desire that:

- ☐ A sidewalk be constructed along said frontage
- ☐ A sidewalk be reconstructed along said frontage
- ☒ Curbing be installed along said frontage
- ☐ Curbing be reset along said frontage

07 SEP - 7 A 9 55

RECEIVED
MANCHESTER CITY CLERK

hereby agreeing that if said improvement is made, I/we will pay one-half (1/2) the cost of same. I/we the undersigned request your Honorable Board to grant this petition and to direct the Public Works Director to prepare and execute the necessary agreement between said petitioner(s) and the City of Manchester and forthwith to carry out the work as specified above.

Signed:

J. Cashin

Owner

Owner

37 Maeston St., Manchester, NH

Mailing Address

Phone #:

624-0873

Date:

9/7/07

D



TO THE HONORABLE BOARD OF MAYOR AND
ALDERMEN:

07 SEP -7 P2:57

I/we, MICHAEL LEMIRE, the
Name(s)

owner(s) of the real estate abutting upon 10 JEWETT
Street Address

Manchester, NH 03103

Description (including footage): CILLEY Rd
110'

10 JEWETT ST. 35'

desire that:

- ☐ A sidewalk be constructed along said frontage
- ☐ A sidewalk be reconstructed along said frontage
- ☒ Curbing be installed along said frontage
- ☐ Curbing be reset along said frontage

hereby agreeing that if said improvement is made, I/we will pay one-half (1/2) the cost of same. I/we the undersigned request your Honorable Board to grant this petition and to direct the Public Works Director to prepare and execute the necessary agreement between said petitioner(s) and the City of Manchester and forthwith to carry out the work as specified above.

Signed: Michael Lemire
Owner

Owner

10 JEWETT ST. MANCHESTER, NH. 03103
Mailing Address

Phone #: 668-3728

Date: 8/31/07

D

June E. Craig
1661 Belmont Street
Manchester, NH 03104
Tel.: 603-623-4690
E-mail: Juneec@comcast.net

Re: 50/50 Curbing Program

Subject property: 11-15 Harold Street
Manchester, NH 03104

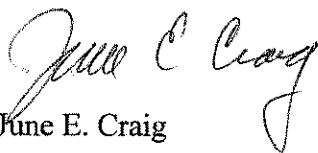
To Whom It May Concern:

I look forward to receiving the estimate of cost to me for putting new granite curbstone at the backstreet side of my property at 11-15 Harold Street.

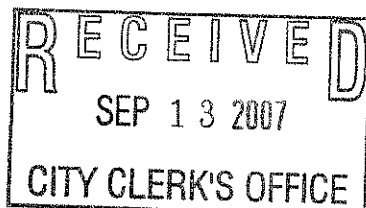
This is just another effort on my part to remedy the ongoing water problem at my property brought about by lack of proper drainage in the back street which affects many homes in that area.

Yesterday I spoke with Bob Roy and today I met Jay Davini on the property.
Thank you for the prompt responses!

Thank you.


June E. Craig

9.11.07



D



TO THE HONORABLE BOARD OF MAYOR AND
ALDERMEN:

I/we, June E. Craig, the
Name(s)

owner(s) of the real estate abutting upon 11-15 Harold Street
Street Address

Manchester, NH 0310

Description (including footage): MAP/LOT: 0914-1 0025
wood frame duplex on 5257 sq lot
The foot measurement on back street side
of property is 85.71' which includes a 2 space
driveway which would not need curbing - just
corner pieces

desire that:

- ☐ A sidewalk be constructed along said frontage
- ☐ A sidewalk be reconstructed along said frontage
- ☒ Curbing be installed along said frontage
- ☐ Curbing be reset along said frontage

hereby agreeing that if said improvement is made, I/we will pay one-half (1/2) the cost of same. I/we the undersigned request your Honorable Board to grant this petition and to direct the Public Works Director to prepare and execute the necessary agreement between said petitioner(s) and the City of Manchester and forthwith to carry out the work as specified above.

Signed:

June E. Craig
Owner

Owner

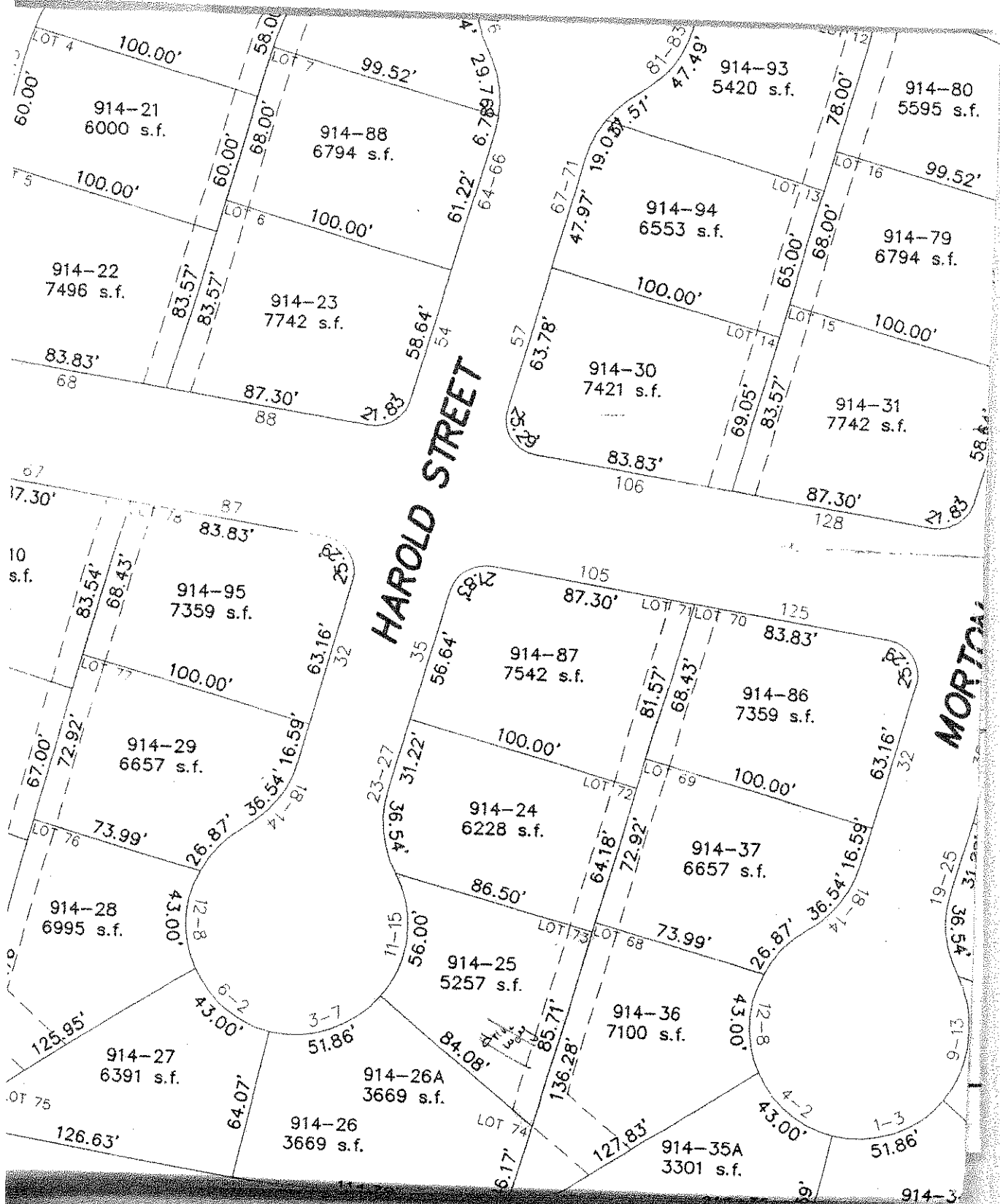
1661 Belmont Street Manchester NH 03104
Mailing Address

Phone #: 603-623-4690

Date: 9-11-07

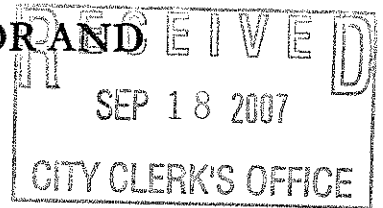
cell 603-540-0595

D





TO THE HONORABLE BOARD OF MAYOR AND
ALDERMEN:



I/we, Virginia P. Jordan, the
Name(s)

owner(s) of the real estate abutting upon 14 Harriman St.
Street Address

Manchester, NH 0310

Description (including footage): Construct curbing along property at
street with height enough to prevent the water
running down the street from draining onto said property
- approx 100 ft of footage

desire that:

- ☐ A sidewalk be constructed along said frontage
- ☐ A sidewalk be reconstructed along said frontage
- ☒ Curbing be installed along said frontage
- ☐ Curbing be reset along said frontage

hereby agreeing that if said improvement is made, I/we will pay one-half (1/2) the cost of same. I/we the undersigned request your Honorable Board to grant this petition and to direct the Public Works Director to prepare and execute the necessary agreement between said petitioner(s) and the City of Manchester and forthwith to carry out the work as specified above.

Signed:

Virginia P. Jordan
Owner

Owner

14 Harriman St. Manchester NH 03102

Mailing Address

Phone #:

623-3388 (home) 623-3566 (work)

Date: 9-17-07

11



TO THE HONORABLE BOARD OF MAYOR AND
ALDERMEN:

I/we, Alsie P. and Linda Linscomb, the
Name(s)

owner(s) of the real estate abutting upon 217 Trolley St.
Street Address

Manchester, NH 03103

Description (including footage):

158' of curbing @ 217 Trolley St.

desire that:

- ☐ A sidewalk be constructed along said frontage
- ☐ A sidewalk be reconstructed along said frontage
- ☒ Curbing be installed along said frontage
- ☐ Curbing be reset along said frontage

hereby agreeing that if said improvement is made, I/we will pay one-half (1/2) the cost of same. I/we the undersigned request your Honorable Board to grant this petition and to direct the Public Works Director to prepare and execute the necessary agreement between said petitioner(s) and the City of Manchester and forthwith to carry out the work as specified above.

Signed:

Alsie P. Linscomb
Owner

Linda Linscomb
Owner

217 Trolley St., Manchester NH 03103
Mailing Address

Phone #: 603/540-0287

Date: Sept. 25, 2007

D



MANCHESTER HEALTH DEPARTMENT MONTHLY REPORT SUMMARY, SEPTEMBER 2007

Childhood Lead Poisoning Prevention Program

PROGRAM LISTING:

Arbovirus
Surveillance &
Control

Chronic Disease
Prevention

Communicable
Disease Control

Community
Epidemiology

Dental Health

Environmental
Planning and
Pollution
Control

Food Protection

HIV Prevention

Homeless
Healthcare
Project

Immunizations

Institutional
Inspections

Lead Poisoning
Prevention

Public Health
Investigations

Public Health
Preparedness

Refugee Health

School Health

Sexually
Transmitted
Disease Control

Tuberculosis
Control

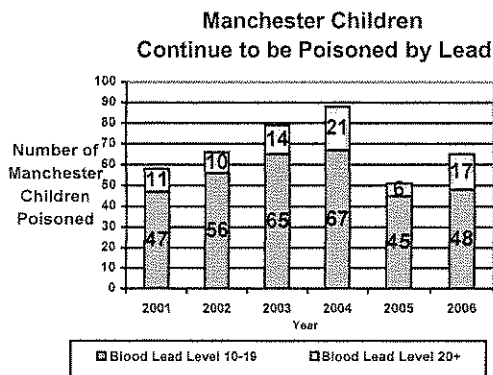
Water Quality

Youth Health
Promotion

Summary of Program: Lead, a heavy metal, has been used since Roman times. Lead can be softened easily by heat, and resists corrosion. It has been used in making cooking utensils, coins, tableware and plumbing pipes for drinking water. Lead, added to paint, makes colors brighter and helps paint adhere, and when added to gasoline, reduces "engine knock". Besides lead's benefits, there has been speculation for centuries that lead might also be associated with health problems. It was not until the 1900's that public health epidemiologists diagnosed lead poisoning and child lead poisoning, primarily due to lead paint. In 1978, lead-based paints were banned for use in housing. In 1986, leaded gas was essentially phased out.

Lead can adversely effect many organs, especially the central nervous system – and may result in reading and learning disabilities, hyperactivity, cognitive impairment and behavioral problems. Young children are especially vulnerable to lead due to the sensitivity of their growing brains, their increased mobility resulting in more access to lead hazards, and their normal hand to mouth behavior. When buildings built before 1978 deteriorate, or are renovated, leaded paint dust may become airborne. Though lead has recently been found in children's toys and jewelry, the greatest source of childhood lead poisoning continues to be paint dust. State data reveal that among NH children with higher blood lead levels, 90% of the children spent extended time in houses built before 1950, and one in three were exposed to recent house renovations.

The City of Manchester has been actively involved in childhood lead poisoning prevention since the 1970's. Since 1997, when Manchester was identified as a high risk community for lead poisoning by the NH Department of Health and Human Services, the City implemented a comprehensive approach designed to eliminate the hazards of lead based paint through a community process of planning, education and action to protect children. In 2005, a community coalition – the Greater Manchester Partners against Lead Poisoning (GMPALP) *A Call to Action to Eliminate Lead Poisoning in Manchester*



Most area physicians now screen children for lead poisoning at one and two years of age. This guideline stems from Manchester's designation as a "high risk community". MHD offers additional screening at WIC clinics and on-site at the Health Department, as well as community education on preventing childhood lead poisoning. For those children with elevated lead levels, the Nurse Case Manager provides home visits and educates parents on strategies to reduce lead exposure. Property owners are notified, by mail, if a child with an elevated blood lead level resides in a property owned by them. Case management is provided until there is a confirmed sustained drop in blood lead level. This can take several months.

Note: Blood Lead is measured in micrograms per deciliter. Zero (0) indicates that there is no blood lead level detected. A lead level of 10 or higher is considered harmful.

Source: NH Department of Health & Human Services, NH Childhood ; Lead Poisoning Prevention Program. "Newly Confirmed Elevations", Manchester, NH, March 20, 2007.

Summary of Activities: During Fiscal Year 2007, the Childhood Lead Poisoning Program:

- Assured distribution of lead prevention information to the homes of over 3,000 Manchester households;
- Screened 522 young children for lead poisoning;
- Provided lead case management services to an average of 122 children and their families;
- Participated in lead prevention and intervention in-services for 4 primary health care practices
- Convened community stakeholders through the Greater Manchester Partners against Lead Poisoning

Program Notes and Trends:

Childhood lead poisoning is serious and preventable.

- In 2006, sixty-five (65) Manchester children were newly diagnosed with lead poisoning, 17 of whom had high rates
- There is a disproportionate share of lead poisoning among children living in poverty and deteriorating housing.
- In FY 2007, 1 in 4 children (24.5%) of the lead-poisoned children in our caseload were refugees, or children of refugees.
- In January 2008, a revised NH statute will take effect, and is intended to increase timely intervention and further reduce childhood lead poisoning.

Community Activities

WELCOME CENTER REGISTRATION: In an effort to assist immigrant and/or refugee families with registering their children for school, the Health Department partnered with the Manchester School District to host the annual Welcome Center Registration. This year's Welcome Center took place at Beech Street School from August 22-24. With the help of interpreters, students were registered for class, health history and immunization records were completed and reviewed, and community Health nurses were available to administer immunizations as needed for school entry. Thanks to this effort over 40 children were ready for the first day of school.

FOOD PROTECTION PROGRAM: In addition to inspecting and monitoring the restaurants, markets, schools and other food service facilities in Manchester, the Division of Environmental Health is also responsible for assuring that food prepared and served at temporary events is safe. Over the summer months, the Division has worked with the organizers and vendors at the African Caribbean festival, the Latino festival, the Assumption Church's Annual Greekfest, National Night Out and other events to make certain that safe food handling practices were followed.

PUBLIC HEALTH PREPAREDNESS: In conjunction with all of our regional emergency planning partners, the Health Department is in the process of acquiring the supplies that would be necessary to establish an Acute Care Center (ACC) in Manchester. The goal of an Acute Care Center is to provide healthcare in a non-traditional setting during an emergency. An Acute Care Center would be opened once hospitals and other care facilities are at capacity and have exercised all other options for care of patients.

The Department has also been working with our planning partners to develop plans to open seven point-of-distribution (POD) centers, which would be used during a public health emergency to distribute antibiotics or other medications to the entire population within a 48-hour timeframe.

CARDIOVASCULAR HEALTH: The Worksite Wellness Resource Kit and the Passport Facilitator's Guide are complete, and are posted on MHD's website for free downloading (please go to <http://www.manchesternh.gov/CityGov/HLT/worksitewellness.html>). There is a registration field to track how many individuals/organizations download the kit, as well as a mechanism to send an evaluation to the individual/organization to assess the kit's utility within 3-6 months after downloading it. To advertise the availability of these new resources, a paid advertisement was placed in the Greater Manchester Chamber of Commerce Newsletter, which was paid for by the Kickin' Butts in Manchester Tobacco Prevention and Control Coalition. Additionally, CMC and Elliot Hospital included information about the tools in their community newsletters.

FOR MORE INFORMATION

Visit our website at <http://www.manchesternh.gov/CityGov/HLT/Home.html>, or call 624-6466

E

MAYOR'S UTILITY COORDINATING COMMITTEE

August 15, 2007

With schools set to open, the focus has been on projects around them, including Jewett St. School/Southside, Hallsville School, and Parker-Varney School. Road reconstruction work has begun on Karatzas Avenue with the goal to have it complete by late October. Housing construction there will take place through the winter. CMC will be erecting the skybridge across McGregor Street early September. Hogg Brook culvert replacement is set to begin late August on Island Pond Road. Progress continues on City CSO projects and the Cohas Brook Interceptor as well as the large State projects on Candia Road and Granite Street.

~ ~ ~ ~ ~

The meeting was called to order by Peter Capano at 10:05 AM.

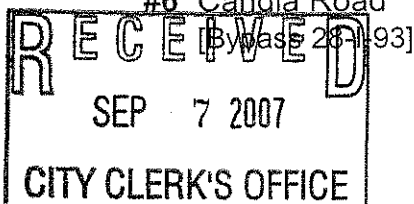
MANCHESTER HOUSING & REDEVELOPMENT

Ward

- #12 French Hall – J.P. Sercel Assoc. (Lazer design/production firm) Interior renovations are complete and building is occupied. Site improvements are in progress.
- #12 Northwest Business Park – Planning Board has approved a 12-lot subdivision, now working with DES regarding wetlands permitting.
- #11 Brown School – An addition will be made to the former school building so as to accommodate 34 units of Elderly Housing. North Branch Construction continues on construction. Painting and other finish work in progress. Anticipated occupancy for late September.
- #3 Jac-Pac – A purchase and sales agreement has been signed with Anagnost Companies who have committed to demolition of all buildings and construction of 100,000 S.F. of office and retail store fronts along Queen City Ave. and construction of approx. thirty units of housing at the end of Hancock Street.

STATE PROJECTS

- #6 Candia Road [Bylaws 28-1193] – R.S. Audley is under contract with the N.H.-D.O.T. for this road reconstruction project. Two thirds of the job is paved. Completion expected in Spring of 2008.



F

Ward#

#11 Granite St./F.E.

Everett Trnpk Imprv.

- The NHDOT "C" contract was awarded to Middlesex Corp. of Mass. at \$28,687,750 which includes the City's work on Granite Street between Main St. and the river plus turnpike work. The new southbound lane bridge on the Everett Turnpike is in service. Northbound traffic has been put on the new bridge. Abutments for the new northbound bridge will be complete soon with steel to be placed soon after.

The City's Granite St. Bridge Contract was awarded to E.D. Swett, the low bidder at \$11.7 million. Most of the steel is now in place. The remainder of the City's (Contract "E") Granite Street work (Commercial St. to Elm St.) will begin soon. The preconstruction conference was held June 28th. American Excavators is the contractor. Work to begin next week.

#8 Airport Access Road

- The NH Department of Transportation's bidding the Merrimack River Crossing Bridge in May. This will be a three-year project. The bridge over Route #3 in Bedford will be bid in May. HTA has designed the relocation of the Trolley Crossing Pump Station force main for EPD. Beck & Bellucci is the contractor, the preconstruction is scheduled for June 28th.

PLANNING/BUILDING

SUBDIVISIONS

- #12 Woodland Pond - 77 lot subdivision for single-family homes approved with roads off Countryside Blvd. Work has begun on last phase.
- #1 McLane Way - Seven unit planned development is under construction.
- #6 Grand View Estates - 15 homes proposed on an extension of Lindstrom Lane is under construction.
- #2 Sky Meadow Way - 4 unit planned development approved off Currier Drive. Three houses now complete.
- #3 167 Silver St. - One 7 and one 8 unit condos approved by Planning Board. Has some Certificate of Occupancies for one building, second one is nearing completion.
- #8 Stanton Street - Proposal to extend road 300 feet and create eleven building lots before Planning Board.
- #12 8 Goffstown Rd. - Proposal to create a new public street and six building has been approved by the Planning Board.

Ward#

SITE PLANS

- #3 Chinburg - Multiple residential townhouses are under construction with three four story towers to follow just south of Fisher Cats Stadium. Some occupancy permits have been issued.
- #2 166 LaGrange Ave. - Islamic Society Mosque foundation permit issued from Building Department.
- #12 25 Hackett Hill Rd. - The Gables project, 52 units. Three buildings are done, the next one is underway.
- #2 845 Mammoth Rd. - One three story, 10 unit building approved by Planning Board.
- #10 800 Second St. - The Planning Board has approved a proposal for a two story 4,748 S.F. A&J Motor Sports auto sales and service facility with parking. Construction is underway.
- #6 Hobbs Way - Five houses to be built off Bridge Street Extension.
- #5 661 Bell St.
"Vista View" - Combination of 12 handicap access apartments & 26 townhouses. One townhouse is occupied, a building permit has been issued for the third building.
- #9 915 S.Mammoth Rd. - Three self-storage units has Planning Board approval.
- #7 Maple/Silver Sts. - Mill proposal to be converted to 57 units of housing. (Manchester Neighbor Works) Work is well underway.
- #2 978 Mammoth Rd. - "Mammoth Oaks" 8-unit planned development approved, construction has begun.
- #11 CMC - Project consists of a new medical office building and a parking garage. The Parking Garage is in use. First half of walkway over McGregor St. to be installed August 27th. Harvey Construction managing this project.
- #6 1070 Holt Ave. - Industrial building is almost complete.
- #12 The Neighborhood
@ Woodland Pond - 487 Units on 110 acres bordering Goffstown and Hooksett at Hackett Hill approved by Planning Board. Extension of Countryside Blvd. is complete. Townhouses and condos under construction.
- #2 Currier Museum
of Art - Expansion of building towards Orange St. and parking lot on the Prospect Street is well underway. Expansion is enclosed.
- #6 Karatzas Ave. - Three building lots with 200 housing units approved by the Planning Board. Work to begin soon.

Ward#

Cleaning & Lining distribution system (total linear feet, 9,090)

(Heitkamp is the contractor)

(a) Kelley -Lafayette to Rimmon	Complete
(b) Laval -Amory to Mason	1,670 L.F. of 6"
(c) Boutwell -Bremer to Mason	Complete
(d) Alsace - Amory to Kelley	Complete
(e) Montgomery – Amory to Bremer	1,200 L.F. of 6"
(f) Reed – Kelley to Mason	Complete
(g) Youville – Kelley to Mason	Complete
(h) Cartier – Amory to Kelley	Complete

PARKS & RECREATION PROJECTS

P&R PROJECTS - FY'07

#10 Piscataquog

Trailway,
Phase III

- This will involve continuation of the trail from S. Main St. to the West Side Ice Arena, continuing from where Phase II ends continuing west. This phase will be designed by VHB and awaits execution of the municipal agreement in October. We are working with the landowner and currently negotiating for an easement through the property. We have come to a verbal, non-formal agreement with Tires Inc. for an easement through their property. We hope to have the agreement drafted and made legal shortly.

#10 Piscataquog

River, East

- Floods have once again damaged the park. Work will begin again soon. The goal is to open for Fall.

#10 Piscataquog

River Park

- Quirk Construction was low bidder for the repair of the Piscataquog River Park. This will restore the fields and trail to their pre-flooding condition. Work is over 50% complete. Anticipate completion in September.

#11 Gossler/

Parkside

- Currently seeking Kaestle Boos' design services to update and improve the site containing these two school facilities for possible construction in FY '08.

#4 Derryfield

Country
Club

- *Drainage project to begin late October.*

Ward#

- #6 1207 Hanover St. - Rehabilitation of existing warehouse/retail to 19,500 S.F. with loading and parking. Approved by Planning Board.
- #9 161 So.Beech St. - Four story, 29 unit apartment proposed along with conversion of church to retail space. Approved by Planning Board. Foundation permit issued, work is underway.
- #3 386 Union St. - A 4,000 S.F. one story Laundromat at Lake Avenue has been approved. Demolition work is complete.
- #9 3 S. Maple St. - A four story, 4,000 s.f., 17 unit apartment building with first floor office space and parking garage approved by Planning Board. The foundation is in and steel is up.
- #8 1000 S.Willow St. - The replacement of "Bickford's" with a 4,000 s.f. Bank of America has been approved. Work is underway.
- #8 725 Huse Rd. - The replacement of Harvey Industries with a 157,000 s.f. Lowe's has been approved.
- #9 775 S.Willow St. - The replacement of a drive-through bank with a fueling facility for Stop n' Shop approved.
- #6 190 Zachary Rd. - A 79,000 S.F. office/manufacturing and warehouse is under construction for API, progressing well.
- #10 S.Main/2nd St. - "Mobil On the Run" to be expanded and car wash, work is well underway, site is paved and traffic improvements are done.
- #10 #432 S. Main - A CVS pharmacy will be built at the location of the former "Sully's Supermarket". Foundation is in.
- #5 #425 Lake Ave. - Four Seasons Market will be replaced by a new convenience store.
- #10 #1050 Second St. - Demo permit issued to demolish Bickford's and build a Taco Bell

Water Works Projects

Water Main Relays

- | | |
|-----------------------------------|----------------------|
| A) Spruce – Wilson to Massabesic | Complete |
| B) Jewett – Young to Massabesic | 1,500 L.F. of 6", 8" |
| C) Pine – Sagamore to Pennacook | 300 L.F. of 6" |
| D) Reed – Kelley northerly | 250 L.F. of 6" |
| E) Cedar – Belmont to Hall | Complete |
| F) Poor – Second to Hill | Complete |
| G) Old Granite | 761 L.F. of 8" |
| H) Rte. 3A – Brown Ave. southerly | 1,500 L.F. of 16" |



Ward#

- #9 Sullivan Family Park - Located off of Garfield Street behind the Fire Station on Calef Road. Create a passive park area in place of the tennis courts that will be removed and a playground adjacent to Garfield St. with some parking to better suit the needs of the neighborhood and deter illegal activities. Kaestle Boos Associates design phase and construction is complete. Ribbon cutting ceremony on Friday.
- #2 Weston Observatory - Weston Tower Observatory restoration needed to save the tower from further deterioration that will inevitably end up destroying the landmark if not corrected. Major improvements will include restoration of the roof, repointing of the stone, restoration of the stairs and other improvements to include some brush clearing around the Tower. Architectural Services Contract to be signed by Kurt Lauer. Construction is underway.
- #2 Hillside School - DuBois & King to update their original design for improvements/expansion to existing athletic fields located to the west of the school.
- #3 Valley Cemetery Rehabilitation - Continued work on the restoration of Valley Cemetery including the Pine Street Gate, Chapel, fence and update/replace miscellaneous utilities as the "Friends of Valley Cemetery" allow.
- #12 Black Brook Dam - The Department is seeking funds in the amount of \$40,000 to begin the process of removal as voted on by the Board of Mayor and Aldermen. Dubois & King to assist us in the engineering, permitting and monitoring of the process. Forty percent (40%) of the anticipated costs will be in-kind services and the balance will come from a State Section 319 Grant from the N.H. Department of Environmental Services. They are working very closely and assisting us with this process. The Watershed Restoration Grant has been completed and has been submitted to the N.H. D.E.S. Water levels are being drawn down.
- #10 Bass Island - CEI is redesigning restoration of park. FEMA is paying for work which is expected to resume late Fall.

HIGHWAY DEPARTMENT PROJECTS

Construction Projects

- # 6 Candia Rd. Dry Sewer - Sewer construction is two-thirds complete.

Ward#

- #8 Lois/Roysan Drain - Bids received at March meeting. Hudson Paving is paving over the next two days. Work is complete.
- #5/7 Jewett Street - Work underway on the sewer replacement from Young to Massabesic Street. RD Edmunds is the contractor.
- #6 *Is. Pond Road* - *Hogg Brook culvert replacement to begin next week.*

Reconstruction Projects

- | | | |
|-------------------|--|--------------------|
| #3/4 Union St. | - Hanover to Bridge Street | Almost complete |
| #5 Spruce St. | - Wilson to Hall Street | Complete |
| #5 Central St. | - Lincoln to Wilson Street | Underway |
| #4/5 Laurel St. | - Lincoln to Wilson Street | Underway |
| #5 Cedar St. | - Wilson to Hall Street (Sidewalk/St. lighting) | Summer 2008 |
| #5 Belmont St. | - Massabesic to Cedar Street | Sept. 2007 |
| #9 So. Willow St. | - Andrea to S.Porter (coldplaning/overlay) | Complete |
| #5 Laurel St. | - Wilson to Hall Street (coldplaning/overlay,curb, sdwlk) | Underway |
| #5 Lake Ave. | - Lincoln to Hall Street " " " " | Summer 2008 |
| #5 Lake Ave. | - Belmont to Beacon Street " " " | Summer 2008 |
| #5 Milton St. | - Central to Lake Avenue Reconstruction | Summer 2008 |
| #5 Green St. | - Pine to Beech Street | Sept. - 2007 |
| #5 Spruce St. | - Hall to Massabesic Street
(coldplaning/overlay,curb,sidewalk) | July - 2007 |
| #5 Cedar St. | - <i>Hall to Belmont Street (reconstruction)</i> | <i>Summer 2008</i> |

Sidewalk Construction

- #3 Amherst St. - *Corner of Amherst and Vine Streets.*
- #3 Concord St. - *In front of #22 Concord Street.*

Reconstruct Sidewalks

- #3 Hanover Street - Chestnut Street to Pine Street. Santorelli is contractor.
- #7 Holly Avenue - *So. Cypress to So. Jewett Street is almost complete.*

Environmental Protection Division

I. COHAS BROOK INTERCEPTOR PROJECT – PHASE II

- A. *Contract 1:* (Cohas Brook to E. Industrial Park) Project completed and minor punch list items remain.

Ward

- B. *Contract 2:* (E.Industrial to Candia Rd.) Pipeline construction work is ongoing in cross country area near Zachary Drive on this \$3.0 million project.
- C. *Contract 3:* Design of the new Candia Road Pump Station, extension of sewer service through Massabesic traffic circle to Wellington Road is ongoing. Bid date for this \$1.5 million project is Fall 2007.
- D. A RFP for full Phase III masterplan will be issued as part of our fiscal 2008 CIP program in fall 2007. Phase III will provide sewer service to the area north of 93/293 split, east of 93 and south of 101.

II. COMBINED SEWER OVERFLOW PROJECTS

- A) Poor/Schiller St. Separation – Pipe installation work has been completed on Boynton Street and is ongoing near Parker Varney School. This \$4.76 million project is about 85% complete. Anticipated completion is fall of 2007.
- B) Crescent Road Separation – This final CSO contract is ongoing in the South Jewett Street School/Cilley Road area.
- C) Received draft report for the Valley Cemetery Sewer Replacement Project. Project costs range from \$8 to \$12 million.

III. SEWERS

- A. Candia Road sewer will be completed this month. However, the overall project will not be completed until 2008.

MANCHESTER – BOSTON REGIONAL AIRPORT

- #8 Runway 24 Safety Area Extn. across S. Willow St. - Project awarded to Continental Paving, Inc. Work to be completed by late Fall.
- #8 Summit Packaging #16 Ammon Rd. - Work has been awarded to All-Ways Wrecking. Work is on-going. Demolition is approximately 70% complete.

KEYSPAN ENERGY DELIVERY

City Highway Department

- #5 *Green Street* - *Union to Beech relay for Highway Project.*
- #5 Cedar Street - Relay main in 2008. Hall St. to Belmont St.

Ward#

Combined Sewer Overflow (CSO)

- #11 Alsace St. - Kelley – Amory, high pressure connection. Ending soon.
- #10 McQuesten St. - 200' of main relay for CSO.
- #10 Cleveland St. - 150' of main relay for Crescent Rd. CSO.

PSNH

Airport runway work has begun setting poles on new South Willow Street.

NH-DOT Airport Access Road will require pole replacement this August/September.
Pole replacements on "as needed basis" 30 – 40 poles.

MANCHESTER TRAFFIC DEPARTMENT

- #8 S.Willow @
Perimeter Rd. - Temporary signals are being installed for relocation of
South Willow Street.

VERIZON

- #9 S.Willow St. - Test pits related to runway extension are done.
Relocation design underway.

NEXT MEETING: The next MUCC meeting has been scheduled for
Wednesday, Sept. 19th at 10: 00 AM in the **Conference
Room, second floor, at the Manchester Water Works.**

Attended Contact List

	Mr. Don Nourse	PSNH	882-5894	X5230
x	Mr. Karl Franck	Building Dept.	624-6475	
x	Mr. Jay Davini	Manchester Highway Dept.	624-6444	
x	Mr. Guy Chabot	Manchester Water Works	624-6494	
x	Mr. Chris Blue	Fire Department	669-2256	
	Mr. Mike Venti	Airport Authority	624-6539	X520
	Mr. Jody Rivard	Manchester Fire Dept.	669-2256	
	Mr. Chuck Deprima	Parks & Recreation Dept.	624-6565	X315
	Mr. Terry Harlacher	Planning Department	624-6450	
	Ms. Betty Hackett	Verizon	645-2713	
x	Mr. Paul Shea	Keyspan	231-4970	
	Mr. Mike Jolin	MHRA	624-2111	
x	Mr. Jim Hoben	Traffic Department	624-6580	
x	Mr. Alan Poulos	Keyspan	231-6415	
	Mr. Wayne Wallace	Verizon	645-2701	
	Mr. John Williams	Fire Department	669-2256	
x	Mr. John O'Rourke	Parks/Recreation/Cemetery	624-6565	
	Mr. Fred McNeill	EPD	624-6341	
	Mr. Dennis Anctil	Manchester Highway Dept.	624-6444	
	Mr. Jim Mason	Manchester Traffic Dept.	624-6580	

NOTE: NEW projects for the month will be *italicized/bold* printed.

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**MANCHESTER
TRANSIT AUTHORITY**

110 ELM STREET, MANCHESTER, NH 03101-2799
TELEPHONE (603) 623-8801
FAX (603) 626-4512



JOHN H. TRISCIANI, CHAIR
PETER ESCALERA, VICE CHAIR
JOSEPH DESELLE
MAUREEN A. NAGLE
CAROL WILLIAMS

DAVID SMITH
EXECUTIVE DIRECTOR

September 5, 2007

Mr. Leo Bernier, City Clerk
City of Manchester
One City Hall Plaza
Manchester, NH 03101

Dear Leo,

The MTA Commissioners held a monthly Commission Meeting on Tuesday, August 28, 2007. Enclosed are the approved Minutes of the July 31, 2007 Commission Meeting, July 2007 Financial Report, and July 2007 Ridership Report.

The next scheduled Commission Meeting will be Tuesday, September 25, 2007 at 5:00 PM.

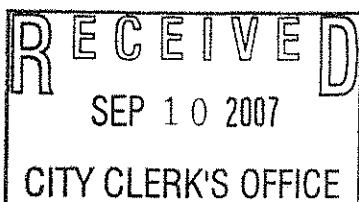
If you should have any questions, please feel free to contact me at extension 612.

Very truly yours,

David Smith
Executive Director

DS:cr

Enclosures



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MANCHESTER TRANSIT AUTHORITY

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TELEPHONE (603) 623-8801
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CAROL WILLIAMS

DAVID SMITH
EXECUTIVE DIRECTOR

Manchester Transit Authority

July 31, 2007 Commission Meeting

MEMBERS PRESENT:

Chairman John H. Trisciani
Commissioner Joseph Deselle
Commissioner Maureen A. Nagle

PERSONNEL PRESENT:

David Smith, Executive Director
Karyn Bennett, Assistant Executive Director
William J. Cantwell, Supt. of Administration
John Huber, Operations Planning Manager
Paul Beauregard, Shop Manager

MEMBERS ABSENT:

Vice Chairman Peter Escalera
Commissioner Carol Williams

OTHERS PRESENT;

Tim White, Sr. Transportation Planner for SNHPC
Matt Caron, Transit/Transportation Planner for SNHPC

1. a. Chairman TRISCIANI called the meeting to order at 5:10 PM.
- b. Approve Minutes of July 10, 2007 Commission Meeting. DESELLE made a motion to approve the Minutes of the July 10, 2007 Commission Meeting.
Seconded by NAGLE. All Commissioners present in favor.

MANAGEMENT REPORTS

2. a. Financial Report for June 2007. DESELLE made a motion to approve the Financial Report for June 2007. Seconded by NAGLE.
Transit Operation: CANTWELL reported revenues were \$299,333; \$12,358 (4.31%) more than budget. Farebox, tickets, and shuttle expenses were \$4,678 (15.25%) less than budget. Farebox averaged about \$800 per day. Most

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significant revenue variance was collection of State auction proceeds for the sale of buses. For the month of June expenses were \$333,192; \$7,018 (2.15%) more than budget.

School Operation: CANTWELL reported revenues were \$245,743; \$22,270 (9.97%) more than budget. Expenses were \$224,542; \$18,687 (9.97%) more than budget. The School District released the 12-month retention and held back \$6,300 for nonperformance penalties.

CANTWELL explained year-to-date farebox revenue increased, advertising revenue was substantially more than budgeted, due to ATA selling \$17,000 more in advertising than budgeted, and insurance reimbursements of \$17,000 were received for repair work. TRISCIANI asked why transit operators were used for the school operation. CANTWELL replied they helped during the heavy charter season.

The check register was reviewed. TRISCIANI questioned a check to The Scooter Store. SMITH explained a passenger damaged his scooter and initially claimed it was the drivers' fault. While this incident was being investigated, the gentleman couldn't use his scooter so we repaired it as a good will gesture since he had no insurance. It was determined it was not the drivers' fault; while he was getting off the bus his controller got caught on the seat and jerked the cable out.

Accounts Receivable was reviewed. CANTWELL reported outstanding West High School invoices are still a problem. TRISCIANI asked if a letter was sent to the School District. There was discussion about the schools clearing up bills before they charter buses in September. SMITH said we should inform the

school(s) that we wouldn't run their field trip until invoices are paid, but continue with athletics.

All Commissioners present in favor of approving June 2007 Financial Report.

b. **Operations Reports for June 2007.**

Transit-School Report:

Transit: BENNETT reported during the month of June staff worked on the COA service changes, 2 part-time school operators were trained for spare transit, and 2 transit operators were picked as trainers and were very involved with training full-time drivers on the new routes.

School: BENNETT reported the NHSTA sponsored their annual rodeo on June 2nd. School bus operators Georgiana Alcus, Harry Bennetts, Tina Gignac, and Jennifer Stokes participated in the rodeo. School Trainer/Operator James Thomas trained them and staff helped with judging. BENNETT said we ended the school year with 78 active drivers. There were over 200 employees and family members present for the employee picnic on June 20th.

Transit-School Statistics Ridership Report: HUBER reported transit ridership decreased from 41,115 passengers same month last year to 37,643 this month. Ridership is up 4.59% year-to-date. We transported 922 paratransit clients during the month. Revenue miles for transit were 40,435 and 5,552 for paratransit.

Maintenance Report: BEAUREGARD reported during the month 15 transit inspections were scheduled and 16 were completed, 3 E&H vans were scheduled and 4 completed, and 20 school buses were scheduled and only 17 were done because of heavy charter work. There were 3 transit road calls and 3 E&H wheelchair lift road calls. They did 2 City repair work orders.

NEW BUSINESS

3. a. Recommend CART Letter of Concurrence/Tim White SNHPC. SMITH explained CART (Cooperative Alliance for Regional Transportation) operates in Derry, Salem, Londonderry, and Chester. It was a cooperative effort that was developed towards coordinating social service transportation to communities where there was no public transportation. CART Board of Directors is looking for concurrence throughout the region to become a designated recipient of Federal Transit Administration funds. SMITH recommended endorsing CART to become a designated recipient with the FTA. The funds that CART would get under FTA funding would not jeopardize the MTA; it would benefit us because as CART and other agencies develop throughout the State there will be more attention focused on public transportation.

WHITE explained CART's ridership has been increasing each month when service began two years ago; 1,500 rides per month. Derry, Londonderry, and Chester are providing 60% to 70% of the ridership. They are spending a lot of time on the FTA certification process. Merrimack Valley Regional Transit Authority is acting as the temporary recipient so CART can receive FTA funding and helping them run the service until the end of November. At that time they should have an Executive Director and staff will be hired. WHITE said part of the certification process is the letters of concurrence. They want to receive these letters from MTA, SNHPC, and Rockingham County Commission. They have a meeting scheduled with representatives from Nashua Transit and Nashua Planning Commission to discuss this situation with them. CART will derive its funding from some of the funding that is available for the Nashua and Boston

urbanized areas. SNHPC would appreciate the MTA allowing the Chairman to sign a letter of support. NAGLE made a motion to endorse a letter of concurrence. Seconded by DESELLE. All Commissioners present in favor. WHITE thanked the Board for their support.

- b. **Update on Regional Transit Plan/Tim White SNHPC.** WHITE updated the Board on the Regional Transit Plan. The last time he spoke to the Board about the Regional Transit Feasibility Study was in the fall of 2005. The first task was the implementation of the COA. Another task is the demand assessment and its purpose is to identify areas where demand for transit on a regional scale exists. They went through the demand assessment using GIS mapping capabilities and census data and looked at identifying pockets of populations in the region that show characteristics of transit dependence. They reviewed the State Highway Plan and previous proposals for regional transit expansion that had been completed. They came up with a list of 7 conceptual alternatives for expanding transit in the region and have had a meeting with MTA staff to discuss these conceptual alternatives. After that meeting, they've held meetings with 3 of the towns involved to see if they can get concurrence from them and were fairly well received. WHITE discussed three basic conceptual alternatives for regional transit expansion. One alternative involves the Town of Hooksett and extending service to the area of the new Wal-Mart on the Route 3A corridor. It could be a new route or extension of MTA's Route #11. Another alternative is with the Town of Bedford, they have positive feedback on extending service further south on the Route 3 corridor to serve commercial and residential establishments in that area and possibly provide a connection to the airport by the access road to be

constructed for the airport. Finally, they discussed an alternative for the Town of Goffstown to have an employment shuttle running between Goffstown Village and the center of Manchester. This was very well received by the Town of Goffstown and the research and quantitative analysis suggested that there would be transit demand for people traveling between those two towns for employment trips. The reason for developing alternatives is so when funding opportunities avail themselves, they would be ready with the details of the cost to produce proposals and respond in an expedient fashion. SMITH said he wants the Board to follow the study closely because ultimately they will get to the point of talking about money and organization. There needs to be discussion with the Board about what role is envisioned for MTA in the future, and whether regional transit would be based on something the MTA provides. WHITE said the most important thing that we have done to put a positive spin on regionalizing transit was to make the existing system operate as efficiently as possible.

- c. **Meeting with Goffstown Selectmen.** SMITH reported they met with Goffstown selectmen and informed them about the new service into Shaw's and what it will do for the town. They talked to them about coming back next year before their budget process and ask for approval at their Town Meeting for subsidy to operate into Goffstown.
- d. **Approval of Title VI Complaint Procedures.** SMITH reported the Title VI Program is a nondiscrimination statute under the Civil Rights Act of 1964 and there has been a lot of federal legislation that falls under the umbrella of Title VI. This is different from an EEO-type discrimination as it is a nondiscrimination statute that relates to the service we provide. We are required to look at service



equity and whether we are providing adequate service to areas of low income and minority populations. There is a new bus regulation that requires a more in-depth plan and requires more public outreach on our part to make the public aware of our Title VI obligations and to make them aware of what the complaint procedures are and publish those procedures in English and Spanish. As a first step to developing a new Title VI Policy and Procedures Manual, we need to do this publication on public outreach of the complaint procedures. The most involved part of developing the new Title VI Program is going to be a program for Limited English Proficiency, to address those who don't speak English. NAGLE will touch base with BENNETT in possibly seeking translation assistance through the college.

- e. **Solicitation for New Management Contract.** SMITH explained the contract with First Transit expires February 2008. Since there were only 2 Board members who went through the RFP process in 2002, SMITH explained the RFP solicitation process. TRISCIANI said he does not want to conduct a conference for vendors. SMITH said the Board needs to make a decision on whether to appoint a Committee or act as a whole to do the selection process. Last time, the Board hired Attorney Scott Ellison to assist in the process. The Board also needs to make a decision on how long the term of the contract will be. He explained FTA rules no longer limit service contracts to 5 years. SMITH requested the Board look at the "Evaluation Process & Criteria" weights to determine if they want the weights to remain the same or change them for the selection process. The Board discussed the size of a selection committee and whether to appoint a committee or act as a whole, and did not decide. SMITH said we can advertise

first and the decision to act as a Committee or as a whole can be determined later. SMITH recommended discussing the term of contract and the selection factors. TRISCIANI asked the Board if they wanted another 3 year contract with 2 year option, or do they want to do a 5 year contract. NAGLE recommended doing a 5 year contract. Seconded by DESELLE. All Commissioners present in favor. Board reviewed the evaluation criteria and agreed upon the following: 1. Relevant experience and qualification of the firm; 25%. 2. Capabilities and experience of the proposed resident team; 25%. 3. The availability and plan for the use of technical staff and corporate network; 25%. 4. Cost; 25%.

- f. **FY 2008 Disadvantaged Business Enterprise (DBE) Program.** CANTWELL requested the Board approve the FY 2008 DBE goal. The FTA would like us to spend our federal money with disadvantaged business enterprises which are primarily women-owned and minority businesses. The primary change from the 2007 Program and this Program is the goal. In April 2007 we modified the FY 2007 goal from 4.0% to 3.4% and this years' goal is 4.5%. This years' goal has increased because of Alternate Transit Advertising's increased sales. NAGLE made a motion to approve the DBE Program for FY 2008. Seconded by DESELLE. All Commissioners present in favor.
- g. **Stanton Park Bus Shelter.** DESELLE explained in the past the MTA bus stop was at the AT&T building on Elm Street. He said when the hotel was built the shelter was built at Stanton Park to accommodate people waiting for the horse and buggy tour that took people through the mill yard and did a tour of Manchester and that shelter belonged to the City. DESELLE said when the City narrowed Elm Street; they moved our bus stop from AT&T to the front of the hotel, but the

shelter is not near enough to the bus stop to be useful. SMITH said within the last 10 years our maintenance department made some building repairs because the City claimed that it was MTA's responsibility. TRISCIANI said the easiest way to solve this is have a meeting with the Mayor and Alderman Lopez.

OLD BUSINESS

4. a. **Route and Schedule/Fall Adjustment.** SMITH explained they are determining the extent of service changes needed to be made in September. There are serious running time problems with the Bedford and River Road routes. The other half hour routes are doable, but will be challenging when traffic gets back to normal in the fall. He explained they can change the way they put driver runs together and route rotations to moderate the effects of the running time problems (i.e.; difficult route/easy route.) The input we are getting from the drivers are that the routes are good, the routes work well, the passengers like going in and out on the same route, and don't do much to change them. We had a large number of people who rode the 5:30 AM Hanover bus going to E. Industrial Drive. The Elliot Hospital bus now services E. Industrial Drive but starts at 6:30 AM. We are having the 5:30 AM Hanover bus going into E. Industrial Drive so the people are served. Another change would be to add one PM trip to the So. Beech bus to accommodate employees at E&R Cleaners getting off a 6:30 PM shift. He explained staff has concerns, as well as the School District, about the area on the west side (St. Anselm, Rockland Ave. and Milford Street) not having service. Drivers are also concerned about the Bremer/Mast Rd. route. They have always been able to maneuver going up Bartlett Hill, but are very concerned about school traffic and going downhill during the winter. Also, the turn from Conant St. to

No. Main Street is a difficult turn. The drivers are recommending not going down Bartlett Hill and turning from Conant into No. Main, but finding another way to serve the west side. They are recommending when the Bremer/Mast Rd. bus leaves Shaw's to preserve the old route by traveling along College Road into the college and down Rockland to Milford and Main Street so they are still servicing West High School and CMC. It reduces the level of service for residents at the Kelley Falls Apartments, but takes care of the problem of no coverage along Rockland and Milford. TRISCIANI said they are defeating the purpose of going into the apartment complexes, taking the residents shopping, and bringing them directly home. They are not going to want to take a bus from Shaw's heading for Elm, then transferring to another bus. SMITH said it is the same level of service before the COA, except now the bus goes into Shaw's.

SMITH passed out correspondence from transit operator Louise Gazda with various suggestions. SMITH explained we had five routes that depart Elm Street on the hour and nine routes that depart on the half hour. Mrs. Gazda points out since all the buses are leaving Elm St. at the same time, we created a lessening of the level of service for people that live in close to the City because the buses are essentially following each other when they leave Elm St. The Bremer and Bedford routes travel along Elm Street back-to-back until the split at Conant Street. Formerly service was staggered along Main Street and McGregor. East Side Plaza has 2 routes leaving at the same time, whereas before they were offset. Other examples are Bridge, Prospect, and Harrison Streets, the buses are traveling back-to-back. Mrs. Gazda proposes these can be rectified by shifting some of those routes so that about half of them leave on the hour and half on the half hour.

SMITH said they spent time charting it and looking at how it might work and it does work well but the lead time for doing something for September is very short and they won't have enough time to address this properly. Changes should not occur without going back through some kind of public process and informing the Board of Mayor and Aldermen officially about doing it. It also adds about 5 hours of service per day on weekdays and 2 hours of service on Saturdays (\$50,000 to \$60,000). SMITH said when we look at the service that was put in place in July, on an annual basis it is about 1,800 hours over the original annual budget for service hours, or about \$78,000 more. If we were to consider the suggestions of Mrs. Gazda, which are valid concerns and suggestions, he thinks it will take longer to study it out and determine the budget impact. SMITH recommended adding the 5:30 AM trip to the Elliot route and one PM trip on the So. Beech, if necessary, and modify the west side route to travel inbound on Rockland Ave. and Milford St. NAGLE made a motion based on SMITH's recommendation. Seconded by DESELLE. All Commissioners present in favor. NAGLE stated she spoke to the student who brought up the complaint about no Saturday service going to NHCTC. She informed her it was not cost effective and service would not change at this time. The student was satisfied with that answer. She said there are only 6 to 7 classes on Saturday and 99% of the students have vehicles. TRISCIANI asked when do the drivers change their signs before they get to Elm Street. BENNETT replied the head signs are changed several blocks before Elm Street.

OTHER BUSINESS

5. a. **Gillig Buses.** SMITH stated the 3 new transit buses have arrived and we have the final inspection report from First Transit.
- b. **Date for Next Meeting.** Tuesday, August 28, 2007.

With no further business to come before the Board, NAGLE made a motion to adjourn the meeting at 7:15 PM. Seconded by DESELLE. All Commissioners present in favor.



Transit

July 2007

Manchester Transit Authority
Income Statement Transit
For the Month Ending July 31, 2007

	<u>Current</u>	<u>Budget</u>	<u>YTD</u>	<u>YTD Budget</u>	<u>YTD Net Change</u>
Farebox Revenue					
Farebox Revenue	\$17,116.76	\$17,625.00	\$17,116.76	\$17,625.00	(\$508.24)
Adult Fares	1,170.00	2,300.00	1,170.00	2,300.00	(1,130.00)
Adult Monthly Fares	2,786.00	2,400.00	2,786.00	2,400.00	386.00
Senior Citizens Fares	763.00	1,000.00	763.00	1,000.00	(237.00)
Senior Citizen Monthly Fare	280.00	1,000.00	280.00	1,000.00	(720.00)
Disabled Rider Fare	1,771.05	1,750.00	1,771.05	1,750.00	21.05
Student Fares	267.50	850.00	267.50	850.00	(582.50)
Total Farebox and Tickets	24,154.31	26,925.00	24,154.31	26,925.00	(2,770.69)
Shuttle and Excursions					
Shopping Shuttle	1,260.00	1,260.00	1,260.00	1,260.00	
Excursion Revenue	478.50	1,200.00	478.50	1,200.00	(721.50)
Total Shuttle and Excursions	1,738.50	2,460.00	1,738.50	2,460.00	(721.50)
Other Revenue					
Sale of Fuel to City Departments	29,433.77	28,750.00	29,433.77	28,750.00	683.77
Sale of Maintenance Service to City	38.05	2,000.00	38.05	2,000.00	(1,961.95)
Advertising Revenue-Bus	5,733.00	5,500.00	5,733.00	5,500.00	233.00
Sale of Scrap Materials	66.03		66.03		66.03
Interest Income	1,141.30	750.00	1,141.30	750.00	391.30
Photo Picture ID Revenue	36.00	25.00	36.00	25.00	11.00
Other Non-Transp. Revenue	360.02	41.00	360.02	41.00	319.02
Total Other Revenue	36,808.17	37,066.00	36,808.17	37,066.00	(257.83)
Total Operational Income	62,700.98	66,451.00	62,700.98	66,451.00	(3,750.02)
Operating Assistance					
City of Manchester	98,059.50	98,060.00	98,059.50	98,060.00	(0.50)
Town of Bedford	3,400.00	3,600.00	3,400.00	3,600.00	(200.00)
Federal Operating Subsidy	134,192.00	132,096.00	134,192.00	132,096.00	2,096.00
Total Operating Assistance	235,651.50	233,756.00	235,651.50	233,756.00	1,895.50
Total Revenue	298,352.48	300,207.00	298,352.48	300,207.00	(1,854.52)
Expenses					
Labor					
Transit Operator Wages	66,338.94	58,462.00	66,338.94	58,462.00	7,876.94
Transit Operator Overtime Wages	5,497.04	7,457.00	5,497.04	7,457.00	(1,959.96)
StepSaver Operator Wages	10,917.83	13,003.00	10,917.83	13,003.00	(2,085.17)
StepSaver Operator Overtime Wages	2,369.82	1,864.00	2,369.82	1,864.00	505.82
Mechanic Wages	11,540.19	11,970.00	11,540.19	11,970.00	(429.81)
Mechanic Overtime Wages	240.05		240.05		240.05
Transp. Admin Wages	10,262.29	9,284.00	10,262.29	9,284.00	978.29
Transp. Admin Overtime Wages	741.92	175.00	741.92	175.00	566.92
Maint. Admin Wages	2,628.76	3,657.00	2,628.76	3,657.00	(1,028.24)
Maint. Admin Overtime Wages	10.93		10.93		10.93
General Admin Wages	7,911.81	7,025.00	7,911.81	7,025.00	886.81
Gen. Admin Overtime Wages	43.15	113.00	43.15	113.00	(69.85)
Total Labor	118,502.73	113,010.00	118,502.73	113,010.00	5,492.73
Fringe Benefits					

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Manchester Transit Authority
Income Statement Transit
For the Month Ending July 31, 2007

	Current	Budget	YTD	YTD Budget	YTD Net Change
Health Insurance Expense	\$48,705.35	\$56,740.00	\$48,705.35	\$56,740.00	(\$8,034.65)
Dental Insurance Expense	1,365.09	1,245.00	1,365.09	1,245.00	120.09
Life Insurance Expense	670.34	676.00	670.34	676.00	(5.66)
Pension Expense	5,600.00	6,656.00	5,600.00	6,656.00	(1,056.00)
FICA Expense	13,616.70	11,388.00	13,616.70	11,388.00	2,228.70
Worker's Compensation	4,741.27	4,662.00	4,741.27	4,662.00	79.27
Unemployment Compensation	366.00	366.00	366.00	366.00	
Transit Operator Vacation Wages	8,672.86	5,017.00	8,672.86	5,017.00	3,655.86
Transit Operator Holiday Wages	5,910.28	3,923.00	5,910.28	3,923.00	1,987.28
Transit Operator Sick Wages	989.24	3,923.00	989.24	3,923.00	(2,933.76)
Mechanic Vacation Wages	95.31	1,395.00	95.31	1,395.00	(1,299.69)
Mechanic Holiday Wages	1,599.53	1,224.00	1,599.53	1,224.00	375.53
Mechanic Sick Wages		94.00		94.00	(94.00)
Transp. Admin Vacation Wages	1,207.69	1,258.00	1,207.69	1,258.00	(50.31)
Transp. Admin Holiday Wages	1,474.36	1,382.00	1,474.36	1,382.00	92.36
Transp. Admin Sick Wages		674.00		674.00	(674.00)
Maint. Admin Vacation Wages	813.02	827.00	813.02	827.00	(13.98)
Maint. Admin Holiday Wages	763.95	563.00	763.95	563.00	200.95
Maint. Admin Sick Wages	3,537.03	99.00	3,537.03	99.00	3,438.03
Gen Admin. Vacation Wages	755.20	828.00	755.20	828.00	(72.80)
Gen. Admin Holiday Wages	974.62	843.00	974.62	843.00	131.62
Gen. Admin Sick Wages		149.00		149.00	(149.00)
Transit Uniform Allowance	502.27	779.00	502.27	779.00	(276.73)
Maintenance Uniform Allowance	320.60	1,515.00	320.60	1,515.00	(1,194.40)
Tool Allowance	492.00	100.00	492.00	100.00	392.00
License Reimbursement		42.00		42.00	(42.00)
Burden Adjustment	(10,634.23)	(15,049.00)	(10,634.23)	(15,049.00)	4,414.77
Total Fringe Benefits	92,538.48	91,319.00	92,538.48	91,319.00	1,219.48
Services					
Management Consultant	13,292.99	12,917.00	13,292.99	12,917.00	375.99
Commissioner Expense	2.24	83.00	2.24	83.00	(80.76)
Legal Expense	132.00	583.00	132.00	583.00	(451.00)
Service Bureau	58.25	630.00	58.25	630.00	(571.75)
Security Service	39.36	83.00	39.36	83.00	(43.64)
Outside Advertising	177.55	417.00	177.55	417.00	(239.45)
Drug & Alcohol Testing		583.00		583.00	(583.00)
Pre-Employment Medical		83.00		83.00	(83.00)
Janitorial Service and Supplies	80.04	667.00	80.04	667.00	(586.96)
Bank Service Charges	542.08	650.00	542.08	650.00	(107.92)
Total Services	14,324.51	16,696.00	14,324.51	16,696.00	(2,371.49)
Materials and Supplies					
Fuel Operations	21,524.25	20,456.00	21,524.25	20,456.00	1,068.25
Sale of Fuel to City Departments	28,797.48	28,125.00	28,797.48	28,125.00	672.48
Maintenance Parts	5,890.75	10,006.00	5,890.75	10,006.00	(4,115.25)
Purchase Discounts	(13.41)	(250.00)	(13.41)	(250.00)	236.59
Tires Expense	195.00	1,107.00	195.00	1,107.00	(912.00)
Oil and Grease	323.29	372.00	323.29	372.00	(48.71)
Maintenance Supplies	540.13	857.00	540.13	857.00	(316.87)
Body Shop Supplies	458.13	720.00	458.13	720.00	(261.87)
Hazardous Materials		90.00		90.00	(90.00)
Outside Parts and Labor	50.00	83.00	50.00	83.00	(33.00)
Repairs-Inner City Terminal		250.00		250.00	(250.00)
Repairs-Building and Grounds	1,840.95	887.00	1,840.95	887.00	953.95

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Manchester Transit Authority
Income Statement Transit
For the Month Ending July 31, 2007

	<u>Current</u>	<u>Budget</u>	<u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>YTD</u> <u>Net Change</u>
Repairs-Shop Equipment	\$25.29	\$270.00	\$25.29	\$270.00	(\$244.71)
Repairs-Radio Equipment		42.00		42.00	(42.00)
Repairs-Office Equipment	314.19	367.00	314.19	367.00	(52.81)
Office Supplies	282.48	917.00	282.48	917.00	(634.52)
Transit Schedules and Tickets	<u>2,635.00</u>	<u>1,250.00</u>	<u>2,635.00</u>	<u>1,250.00</u>	<u>1,385.00</u>
Total Materials and Supplies	62,863.53	65,549.00	62,863.53	65,549.00	(2,685.47)
Utilities					
Electricity	1,539.60	1,988.00	1,539.60	1,988.00	(448.40)
Natural Gas	38.94	50.00	38.94	50.00	(11.06)
Telephone	620.70	663.00	620.70	663.00	(42.30)
Water	<u>155.43</u>	<u>159.00</u>	<u>155.43</u>	<u>159.00</u>	<u>(3.57)</u>
Total Utilities	2,354.67	2,860.00	2,354.67	2,860.00	(505.33)
Insurance					
Public Liability Insurance	11,357.00	11,969.00	11,357.00	11,969.00	(612.00)
Other Liability	<u>892.64</u>	<u>1,204.00</u>	<u>892.64</u>	<u>1,204.00</u>	<u>(311.36)</u>
Total Insurance	12,249.64	13,173.00	12,249.64	13,173.00	(923.36)
Other Expenses					
Dues and Memberships		83.00		83.00	(83.00)
Training and Meetings	546.84	250.00	546.84	250.00	296.84
Grievance Expense		38.00		38.00	(38.00)
Depreciation	<u>36,000.00</u>	<u>36,000.00</u>	<u>36,000.00</u>	<u>36,000.00</u>	
Total Other Expenses	36,546.84	36,371.00	36,546.84	36,371.00	175.84
Total Expenses	<u>339,380.40</u>	<u>338,978.00</u>	<u>339,380.40</u>	<u>338,978.00</u>	<u>402.40</u>
Net Income (Loss)	<u>(41,027.92)</u>	<u>(38,771.00)</u>	<u>(41,027.92)</u>	<u>(38,771.00)</u>	<u>(2,256.92)</u>

G



School

July 2007



**Manchester Transit Authority
Income Statement School
For the Month Ending July 31, 2007**

	<u>Current</u>	<u>Budget</u>	<u>YTD</u>	<u>YTD Budget</u>	<u>YTD Net Change</u>
Student Transportation					
Pupil Contract	\$174,921.25	\$166,709.00	\$174,921.25	\$166,709.00	\$8,212.25
Manchester Skill Center	12,016.95		12,016.95		12,016.95
Special Needs	11,310.00	13,572.00	11,310.00	13,572.00	(2,262.00)
Total Student Transportation	198,248.20	180,281.00	198,248.20	180,281.00	17,967.20
School Charter					
Student Athletics		1,500.00		1,500.00	(1,500.00)
Student Fieldtrips	3,564.55	3,500.00	3,564.55	3,500.00	64.55
Total School Charters	3,564.55	5,000.00	3,564.55	5,000.00	(1,435.45)
Other Revenue					
Interest Income	589.81	100.00	589.81	100.00	489.81
Other Non-Transp. Revenue	763.00		763.00		763.00
Total Other Revenue	1,352.81	100.00	1,352.81	100.00	1,252.81
Total Operational Income	203,165.56	185,381.00	203,165.56	185,381.00	17,784.56
Expenses					
Labor					
School Operator Wages	9,052.77	6,569.00	9,052.77	6,569.00	2,483.77
School Operator Overtime Wages		221.00		221.00	(221.00)
Mechanic Wages	10,162.42	9,993.00	10,162.42	9,993.00	169.42
Transp. Admin Wages	7,467.72	7,309.00	7,467.72	7,309.00	158.72
Transp. Admin Overtime Wages		408.00		408.00	(408.00)
Maint. Admin Wages	1,368.74	3,401.00	1,368.74	3,401.00	(2,032.26)
General Admin Wages	3,012.86	3,957.00	3,012.86	3,957.00	(944.14)
Gen. Admin Overtime Wages		32.00		32.00	(32.00)
Total Labor	31,064.51	31,890.00	31,064.51	31,890.00	(825.49)
Fringe Benefits					
Health Insurance Expense	707.46		707.46		707.46
Dental Insurance Expense	413.40		413.40		413.40
FICA Expense	1,801.80	1,760.00	1,801.80	1,760.00	41.80
Worker's Compensation	3,155.84	302.00	3,155.84	302.00	2,853.84
School Operator Holiday Wages	388.35		388.35		388.35
School Uniform Allowance	130.00	547.00	130.00	547.00	(417.00)
Tool Allowance	408.00		408.00		408.00
License Reimbursement	80.00	250.00	80.00	250.00	(170.00)
Burden Adjustment	10,634.23	15,049.00	10,634.23	15,049.00	(4,414.77)
Total Fringe Benefits	17,719.08	17,908.00	17,719.08	17,908.00	(188.92)
Services					
Management Consultant	13,293.00	12,917.00	13,293.00	12,917.00	376.00
Commissioner Expense	2.24	83.00	2.24	83.00	(80.76)
Legal Expense	198.00	583.00	198.00	583.00	(385.00)
Service Bureau	119.25	1,045.00	119.25	1,045.00	(925.75)
Security Service	59.04	125.00	59.04	125.00	(65.96)
Outside Advertising	74.61	833.00	74.61	833.00	(758.39)
Driver and Criminal Record	156.00		156.00		156.00
Drug & Alcohol Testing		667.00		667.00	(667.00)

G

**Manchester Transit Authority
Income Statement School
For the Month Ending July 31, 2007**

	<u>Current</u>	<u>Budget</u>	<u>YTD</u>	<u>YTD Budget</u>	<u>YTD Net Change</u>
Pre-Employment Medical		\$250.00		\$250.00	(\$250.00)
Janitorial Service and Supplies	80.04	667.00	80.04	667.00	(586.96)
Total Services	13,982.18	17,170.00	13,982.18	17,170.00	(3,187.82)
Materials and Supplies					
Fuel Operations	1,120.37	2,170.00	1,120.37	2,170.00	(1,049.63)
Maintenance Parts	3,081.32	2,600.00	3,081.32	2,600.00	481.32
Tires Expense	1,743.28	169.00	1,743.28	169.00	1,574.28
Oil and Grease	376.98	34.00	376.98	34.00	342.98
Maintenance Supplies	1,386.40	720.00	1,386.40	720.00	666.40
Body Shop Supplies	425.78	613.00	425.78	613.00	(187.22)
Hazardous Materials		77.00		77.00	(77.00)
Outside Parts and Labor		83.00		83.00	(83.00)
Repairs-Building and Grounds	1,487.78	783.00	1,487.78	783.00	704.78
Repairs-Shop Equipment	21.55	230.00	21.55	230.00	(208.45)
Repairs-Radio Equipment		42.00		42.00	(42.00)
Repairs-Office Equipment	257.08	300.00	257.08	300.00	(42.92)
Office Supplies	194.74	750.00	194.74	750.00	(555.26)
School Schedules and Tickets		167.00		167.00	(167.00)
Total Materials and Supplies	10,095.28	8,738.00	10,095.28	8,738.00	1,357.28
Utilities					
Electricity	1,259.69	1,763.00	1,259.69	1,763.00	(503.31)
Natural Gas	34.55	50.00	34.55	50.00	(15.45)
Telephone	507.87	588.00	507.87	588.00	(80.13)
Water	127.17	141.00	127.17	141.00	(13.83)
Total Utilities	1,929.28	2,542.00	1,929.28	2,542.00	(612.72)
Insurance					
Public Liability Insurance	14,326.00	15,947.00	14,326.00	15,947.00	(1,621.00)
Other Liability	739.98	1,009.00	739.98	1,009.00	(269.02)
Total Insurance	15,065.98	16,956.00	15,065.98	16,956.00	(1,890.02)
Other Expenses					
Dues and Memberships	25.00	292.00	25.00	292.00	(267.00)
Training and Meetings	834.87	417.00	834.87	417.00	417.87
Grievance Expense		38.00		38.00	(38.00)
Depreciation	21,000.00	21,000.00	21,000.00	21,000.00	
Total Other Expenses	21,859.87	21,747.00	21,859.87	21,747.00	112.87
Total Expenses	111,716.18	116,951.00	111,716.18	116,951.00	(5,234.82)
Net Income (Loss)	91,449.38	68,430.00	91,449.38	68,430.00	23,019.38

G

Commissioners Memorandum

To: Commissioners
 From: John Huber, Operations Planning Manager
 Date: August 24, 2007
 Re: Transit Ridership Report – July 2007



	July			FYTD			
Routes	Weekdays	FY 2007	FY 2008	% Change	FY 2007	FY 2008	% Change
	Saturdays	21	21				
		5	4				
Bridge St-Dartmouth Route #1			1,279			1,279	
Hanover-Massabesic Route #2			2,466			2,466	
Brown Ave-Airport Route #3			2,326			2,326	
Elliot-Industrial Park Route #4			2,089			2,089	
River Rd-SNHU Route #5			1,158			1,158	
Bremer-Mast Rd Route #6			2,590			2,590	
VA Hospital Route #7			1,202			1,202	
So. Willow Route #8			3,599			3,599	
DW Highway Route #9			846			846	
Valley-Weston Rd. Route #10			3,062			3,062	
Front St. Route #11			1,797			1,797	
So. Beech Route #12			3,080			3,080	
Bedford Highlands Route #13			4,519			4,519	
UPass Riders - NHCTC		167	307	83.83%	167	307	83.83%
Vista Shuttle		188	180	-4.26%	188	180	-4.26%
Hannaford Shuttle		570	340	-40.35%	570	340	-40.35%
Stop & Shop Shuttle		196	58	-70.41%	196	58	-70.41%
Weekday Fixed Route Totals		30,852	30,898	0.15%	30,852	30,898	0.15%
Saturday Fixed Route Totals		4,637	3,162	-31.81%	4,637	3,162	-31.81%
MTA Specials & Excursions		77	57	-25.97%	77	57	-25.97%
Fixed Route Weekday Average		1,469	1,471	0.15%	1,469	1,471	0.15%
Total Transit Passengers Served		35,566	34,117	-4.07%	35,566	34,117	-4.07%
Total StepSaver Passengers Served		805	979	21.61%	805	979	21.61%

The attached graph shows system-wide ridership trends.


 John Huber
 Operations Planning Manager



September 22, 2007

The Honorable Board of Mayor & Aldermen
One City Hall Plaza
Manchester, NH 03101

Dear Mayor Guinta and Members of the Board of Aldermen:

We strongly oppose locating the Corcoran recycling center in the Brown Avenue industrial park area. South end residents already endure significant burdens and inconveniences associated with airport expansion, Brown Avenue commercial development, and the access road construction.


There is way too much traffic along Brown Avenue, including large numbers of trucks. Residents face back-ups trying to get to and from work, bringing children to school, or even running out for groceries. With hundreds of additional trucks coming in and out of a major recycling center every day, Brown will become even more of a traffic nightmare.

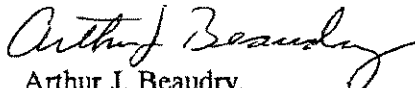
This area of the city also faces considerable noise related to the airport, as well as the corresponding air pollution from both planes and idling traffic. Introducing a substantial number of additional vehicles along Brown Avenue will bring more noise and more air pollution, especially as large trucks idle in stopped traffic along Brown.

We respectfully request that you reject the proposal to locate Corcoran's facility in the Brown Avenue industrial park. South end taxpayers should not be asked to put up with even more traffic, noise, and air pollution than we already do.

Thank you for your consideration.

Sincerely,


Douglas R. Kruse
295 Trolley Street


Arthur J. Beaudry
30 Bow Street

H



In Memory Of
Alex W. Ogden

April 10, 2007

August 31, 2007

Indian Prayer

Do not stand at my grave and weep, I am
not there. I do not sleep. I am a
thousand winds that blow, I am the
diamond glint on snow. I am the
sunlight on ripened grain, I am the
gentle autumn rain.

When you wake in morning hush, I am the
swift uplifting rush Of quiet birds in
circling flight. I am the soft starlight
at night.

Do not stand at my grave and cry, I am
not there. I did not die.

Lambert Funeral Home

Honorable Members
Board of Mayor + Aldermen

The Johnson & Ogden
Families wish to express
our sincere thanks for
all your expressions of
sympathy during our
difficult time of tragic
loss. Thank You
Carol Johnson



Thank You



Designers' Collection™

AN AMERICAN GREETINGS COMPANY

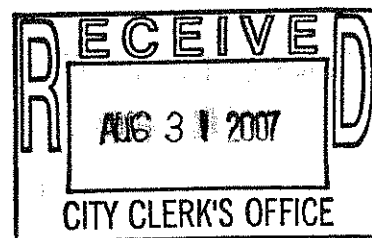
DCHT Y-87N

©AGC, Inc.



Comcast Cable
54 Regional Drive
Concord, NH 03301

VIA HAND DELIVERY



July 24, 2007

Mayor and Aldermen
City of Manchester
One City Hall Plaza
Manchester, N.H. 03101

Re: Check Number 289136578, \$341,197.90

Dear Mayor and Aldermen:

Enclosed is the Comcast franchise fee payment for the second quarter of 2007, along with a backup detailed accounting sheet. If you have any questions regarding this payment, please feel free to contact me at 603-224-0957 ext. 202.

City of Manchester, New Hampshire

By:

Comcast

Bryan Christiansen
Manager of Government Relations

T



COMCAST FINANCIAL AGENCY CORPORATION
A Comcast Cable Communications Group Company
Northern Division Office
676 Island Pond Road
Manchester, NH 03109

REMITTANCE ADVICE

No. 289136578

Date : 13-JUL-07

Vendor Name : MANCHESTER CITY OF

Vendor No. : 154772

INVOICE NO.	INVOICE DATE	DESCRIPTION	DISCOUNT AMOUNT	NET AMOUNT
314CR07110	11-JUL-07	1D BETTY 04/01/07 - 06/30/07	0.00	341,197.90
TOTAL			0.00	341,197.90

THE FACE OF THIS DOCUMENT HAS A MULTI COLORED BACKGROUND - NOT A WHITE BACKGROUND



COMCAST FINANCIAL AGENCY CORPORATION
A Comcast Cable Communications Group Company
Northern Division Office
676 Island Pond Road
Manchester, NH 03109



Bank One, NA
Columbus, OH



No. 289136578
56-1544 / 441
675528343

Date 13-JUL-07
Void After 180 Days

Pay Three Hundred Forty-One Thousand One Hundred Ninety-Seven
Dollars
And 90 Cents*****

To
The
Order
Of
MANCHESTER CITY OF NH
BOARD OF MAYOR & ALDERMAN PEG
1 CITY HALL PLAZA
MANCHESTER, NH 03101

Authorized Signature

Authorized Signature

\$

****341,197.90

THE BACK OF THIS DOCUMENT CONTAINS AN ARTIFICIAL WATERMARK - HOLD AT AN ANGLE TO VIEW

COMCAST
NORTHCENTRAL DIVISION

CITY OF MANCHESTER
Period: Apr. 1, 2007 thru Jun. 30, 2007

Totals

Totals By Service:

Basic Service Revenue	\$ 4,558,490.56
Pay Service Revenue 1	\$ 1,021,210.17
Other Revenue 2	\$ 509,677.90
Digital Revenue	\$ 858,008.16
Late Fee Revenue	\$ 29,732.38
Subtotal	<u>\$6,977,119.17</u>

Totals By Non Service:

Leased Access Revenue	\$ 38,641.04
Less Bad Debt	\$ (191,802.20)
Subtotal	<u>(\$153,161.16)</u>

Total Gross Revenue \$6,823,958.01

Franchise Fee 2Q (5%) \$341,197.90

Franchise Fee 2Q Due \$341,197.90

1 - Pay Service includes all Pay Channels and Pay Per View Movie/Event revenue.

2 - Other Revenue includes converter, remote, installation, TV Guide,
wire maintenance and other misc. billing adjustments.

(If you have any questions regarding this payment, please call Evan Jeanes at 603-628-3748).

Authorized Comcast Representative:



Date: 7/11/07

FORM B : COPY FOR TOWN (SUMMARY)



SYSTEM NAME: COMCAST OF NEW ENGLAND

FRANCHISE NAME: CITY OF MANCHESTER, NH

PAID TO: CITY OF MANCHESTER

TERM: 2007 QUARTERLY

Type	REVENUE Category	APR 07	MAY 07	JUN 07	Total 2nd Qtr
Service	Basic Revenue	\$ 1,543,726.16	\$ 1,516,283.63	\$ 1,498,480.77	\$ 4,558,490.56
Service	Premium / Pay Revenue	\$ 344,203.26	\$ 333,992.73	\$ 343,014.18	\$ 1,021,210.17
Service	Other Revenue	\$ 170,609.84	\$ 172,984.68	\$ 166,083.38	\$ 509,677.90
Service	Digital Revenue	\$ 284,474.24	\$ 285,247.01	\$ 288,286.91	\$ 858,008.16
Service	Late Fee Revenue	\$ 9,315.62	\$ 9,918.19	\$ 10,498.56	\$ 29,732.38
SUB TOTAL SUBSCRIBER REVENUE		\$ 2,352,329.12	\$ 2,318,426.24	\$ 2,306,363.80	\$ 6,977,119.17
Non Service	Leased Access Revenue	\$ 15,016.66	\$ 11,782.13	\$ 11,842.25	\$ 38,641.04
Non Service	Bad Debt	\$ (45,091.75)	\$ (63,627.43)	\$ (83,083.02)	\$ (191,802.20)
SUB TOTAL NON SUBSCRIBER REVENUE		\$ (30,075.09)	\$ (51,845.29)	\$ (71,240.78)	\$ (153,161.16)
TOTAL REVENUE		\$ 2,322,254.04	\$ 2,266,580.95	\$ 2,235,123.02	\$ 6,823,958.01
FRANCHISE FEE %		5.00%	5.00%	5.00%	5.00%
LOB 01	Cable franchise fee	\$ 117,616.46	\$ 115,921.31	\$ 115,318.19	\$ 348,855.96
LOB 36	Ad sales franchise fee	\$ (1,503.75)	\$ (2,592.26)	\$ (3,562.04)	\$ (7,658.06)
	Fee on Fee	\$ -	\$ -	\$ -	\$ -
	Less: \$0.17/Sub/Mnth	\$ -	\$ -	\$ -	\$ -
TOTAL FRANCHISE FEE DUE		\$ 116,112.70	\$ 113,329.05	\$ 111,756.15	\$ 341,197.90

FORM A : COPY FOR TOWN (DETAIL)

Handwritten mark resembling a stylized 'T' or '7'.

City of Manchester New Hampshire

In the year Two Thousand and Seven

A RESOLUTION

“Amending the FY2001 and FY2003 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of Two Hundred Fifty Thousand Dollars (\$250,000) for the 2001 CIP 740001 CSO Abatement Projects.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2001 and 2003 CIP as contained in the 2001 and 2003 CIP budget; and

WHEREAS, Table 5 contains all sources of Enterprise, Fees and Other Dedicated Sources funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to transfer existing funds in the amount of \$250,000 to continue the CSO Abatement project;

NOW, THEREFORE, be it resolved that the 2001 and 2003 CIP be amended as follows:

By decreasing:

FY2003 CIP 710203 – CSO Projects - \$250,000 - Enterprise

From \$7,989,418.74 (\$3,430,000 Enterprise; \$3,500,000 Federal; and \$159,418.74 FEMA/State) to \$6,839,418.74 (\$3,180,000 Enterprise; \$3,500,000 Other; & \$159,418.74 FEMA/State)

By increasing:

FY2001 CIP 740001 – CSO Abatement Project - \$250,000 – Enterprise

(From \$16,990,000 Enterprise to \$17,240,000 Enterprise)

Resolved, that this Resolution shall take effect upon its passage.



City of Manchester New Hampshire

In the year Two Thousand and Seven

A RESOLUTION

“Amending the FY 2007 Community Improvement Program, authorizing and appropriating funds in the amount of Twenty Five Thousand Dollars (\$25,000) for the FY2007 CIP 210007 HIV Counseling & Testing.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2007 CIP as contained in the 2007 CIP budget; and

WHEREAS, Table 1 contains all sources of State, Federal and Other funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to accept additional grant funds from the State of New Hampshire Department of Health and Human Services to implement HIV counseling and testing services in Manchester;

NOW, THEREFORE, be it resolved that the 2007 CIP be amended as follows:

By increasing:

FY2007 CIP 210007 – HIV Counseling & Testing - \$25,000 State
(from \$30,000 to \$55,000)

Resolved, that this Resolution shall take effect upon its passage.

K

City of Manchester New Hampshire

In the year Two Thousand and Seven

A RESOLUTION

"Amending the FY2008 Community Improvement Program, authorizing and appropriating funds in the amount of Twenty Seven Thousand Six Hundred Sixty Six Dollars (\$27,666) for the 2008 CIP 213908 Manchester Multi-Lingual Asthma Education and Outreach Program."

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2008 CIP as contained in the 2008 CIP budget; and

WHEREAS, Table 1 contains all sources of Federal, State and Other funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen desires to accept funding in the amount of \$27,666 from the United States Environmental Protection Agency for the implementation of the Manchester Multi-Lingual Asthma Education and Outreach Program;

NOW, THEREFORE, be it resolved that the 2008 CIP be amended as follows:

By adding:

FY2008 CIP 213908 – Manchester Multi-Lingual Asthma Education and Outreach Program -
\$27,666 Federal

Resolved, that this Resolution shall take effect upon its passage.

K

City of Manchester New Hampshire

In the year Two Thousand and Seven

A RESOLUTION

“Amending the FY 2008 Community Improvement Program, authorizing and appropriating funds in the amount of Ten Thousand Dollars (\$10,000) for the FY2008 CIP 411708 Firesafe Intervention Program.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2008 CIP as contained in the 2008 CIP budget; and

WHEREAS, Table 1 contains all sources of State, Federal and Other funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to accept grant funds in the amount of \$10,000 from the State of New Hampshire Division for Children, Youth and Families to provide fire safety training to educators;

NOW, THEREFORE, be it resolved that the 2008 CIP be amended as follows:

By adding:

FY2008 CIP 411708 -- Firesafe Intervention Program - \$10,000 State

Resolved, that this Resolution shall take effect upon its passage.

K

City of Manchester New Hampshire

In the year Two Thousand and Seven

A RESOLUTION

“Amending the FY2008 Community Improvement Program, authorizing and appropriating funds in the amount of Twenty Thousand Dollars (\$20,000) for the 2008 CIP 511808 Recreational Improvements Fund Project.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2008 CIP as contained in the 2008 CIP budget; and

WHEREAS, Table 1 contains all sources of State, Federal and Other funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen desires to continue with a program for the carrying out of minor park improvements funded through revenues generated from vending machines located in City Recreational Facilities;

NOW, THEREFORE, be it resolved that the 2008 CIP be amended as follows:

By adding:

FY2008 CIP 511808 – Recreational Improvements Fund Project - \$20,000 Other

Resolved, that this Resolution shall take effect upon its passage.

K

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Accounts, Enrollment and Revenue Administration respectfully advises, after due and careful consideration, that it has ratified and confirmed the poll conducted on August 23, 2007 approving conference reimbursement for Frank Thomas and Fred McNeill at the NEWEA Conference held in Boston, MA from January 21-24, 2007.

(Unanimous vote with the exception of Alderman Thibault who was absent.)

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "S. H. Bennett".

Clerk of Committee

A large, handwritten capital letter "L" at the bottom center of the page.

LeBlond-Kang, Paula

To: Sanders, William

Cc: Thomas, Frank; McNeill, Fred

Subject: Travel/Conference Reimbursement

9-25-07

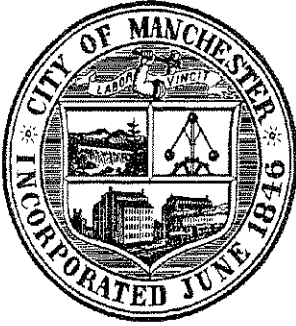
Accept

A poll of the Committee on Accounts was conducted this date approving the above-referenced for attendance at the NEWEA Conference held in Boston, MA from January 21-24, 2007.

If you should need anything else please let me know.

8/23/2007


L



**City of Manchester
Department of Finance**


One City Hall Plaza
Manchester, New Hampshire 03101
(603) 624-6460
(603) 624-6549 Fax

MEMORANDUM

Date: July 18, 2007
To: Committee on Accounts, Enrollment & Revenue Administration
From: William E. Sanders 
RE: Travel / Conference Reimbursement

Chairman Pinard and members of the committee:

The attached letter from Mr. Frank Thomas provides background and justification for the Boston hotel room charges incurred by Mr. Thomas and Mr. McNeill during a conference they attended in January. Per the City's travel policy, attendees staying less than 65 miles outside the City are required to obtain authorization from the Committee. I recommend that the Committee approve this request.

Adat
EAD

6 - yes 3 - yes
11 - yes
10 -
8 - yes

L



**City of Manchester
Department of Highways**

227 Maple Street
Manchester, New Hampshire 03103-5596
(603) 624-6444 Fax # (603) 624-6487

Commission

Edward J. Beleski
- Chairman
Joan Flurey
William F. Houghton Jr.
Robert R. Rivard
William A. Varkas

Frank C. Thomas, P.E.
Public Works Director

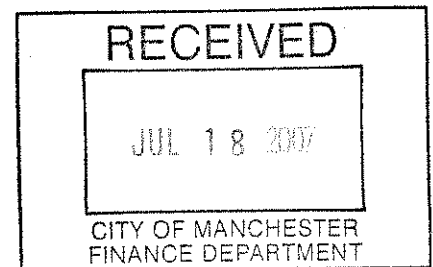
Kevin A. Sheppard, P.E.
Deputy Public Works Director

July 17, 2007
#07-037

Honorable Committee on Accounts, Enrollment & Revenue Administration
Finance Department
One City Hall Plaza,
Manchester, New Hampshire 03101

Attn: Mr. William Sanders, Finance Director

Re: *Travel Expenses to attend NEWEA Conference
Boston, Massachusetts
January 21 – 24, 2007*



Dear Committee Member:

It has come to my attention of an oversight that was made in not obtaining from the Committee on Accounts, Enrollment & Revenue Administrations an exception from the Old Travel Policy to allow Fred McNeill and myself to stay overnight in Boston to attend the NEWEA Conference, which took place last January. I am now asking for a belated exception from the Committee for this past action.

Fred McNeill, Chief Sanitary Engineer and I attended the New England Water Environment Association's (NEWEA) Annual Conference, in Boston, Massachusetts from January 21st through the 24th of this year. This annual conference provides excellent educational sessions on stormwater and wastewater issues as well as providing an opportunity to discuss new "state of the art" technologies with vendors. The conference typically starts at 7:30 in the morning with the educational sessions ending at 4:00 in the afternoon. Evening functions provide the perfect opportunities to network with peers in both the public and private sectors on common issues.

The decision was made to stay in Boston due to the early morning start of the conference and the nightly functions. Weather also played a factor in our decision in that a snowstorm would make it difficult for us to either get to the conference or get home after a days' session, which in turn would waste the conference registration fees. In fact, we did have a snowstorm during the conference. Lastly, in an informal conversation with two department heads regarding attending this conference, they both indicated to me that they had recently attended conferences overnight in Boston. However, I was not made aware of the need for Committee authorization.

July 17, 2007

Pg. (2)

As a department head, I did notify the Mayor in advance that I would be out of the City attending this conference in order to obtain Continuing Education Credits, which are required to maintain my Professional Engineers License. However, my oversight was that I was supposed to obtain an exception from the policy in that the conference was within a 65 mile radius of the City in order to stay overnight. (Actual driving distance from my house to the conference is in fact over 65 with a few wrong turns in Boston.)

I want to apologize to the Committee on Administration for my oversight and ask that the Committee grant Fred McNeill and me a belated exception from the 65 mile radius policy.


Very truly yours,

A handwritten signature in cursive script that reads "Frank Thomas".

Frank C. Thomas, P.E.
Public Works Director

/c

cc: Fred McNeill

A simple handwritten mark consisting of a vertical line and a horizontal line meeting at a right angle, forming an 'L' shape.

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Accounts, Enrollment and Revenue Administration respectfully advises, after due and careful consideration, that it has accepted the City's Monthly Financial Statements (unaudited) for the two months ended August 31, 2007 and is forwarding same to the Board for informational purposes.

(Note: available for viewing at the Office of the City Clerk and previously forwarded to the Mayor and Aldermen.)

(Unanimous vote with the exception of Alderman Thibault who was absent.)

Respectfully submitted,

L. R. Bernier

Clerk of Committee

M

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Accounts, Enrollment and Revenue Administration respectfully advises, after due and careful consideration, that it has accepted the following Finance Department reports:

- a) department legend;
- b) open invoice report over 90 days by fund;
- c) open invoice report all invoices for interdepartmental billings only;
- d) open invoice report all invoices due from the School Department only;
- e) listing of invoices submitted to City Solicitor for legal determination; and
- f) accounts receivable summary

and is forwarding same to the Board for information purposes.

(Note: available for viewing at the Office of the City Clerk and previously forwarded to the Mayor and Aldermen.)

(Unanimous vote with the exception of Alderman Thibault who was absent.)

Respectfully submitted,



Clerk of Committee



To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Accounts, Enrollment and Revenue Administration respectfully recommends, after due and careful consideration, that an Agreed Upon Procedures audit of the financing related to the Riverfront Development project be obtained from an independent accounting firm to determine if taxpayer monies have been used to pay debt service.

(Unanimous vote with the exception of Alderman Thibault who was absent.)

Respectfully submitted,



Clerk of Committee



To the Board of Mayor and Aldermen of the City of Manchester:


The Committee on Bills on Second Reading respectfully recommends, after due and careful consideration, that Zoning Ordinance:

“Amending the Zoning Ordinances of the City of Manchester by extending the Neighborhood Business District (B-1) into an area currently zoned Urban Multifamily District (R-3), being a portion of Tax Map 178, Lot 12 with an address of 438 Dubuque Street and abutting Amory Street. A majority of the property is currently zoned R-3 and the petition would extend the B-1 to include the entire lot.”

ought to pass.

(Unanimous vote.)

Respectfully submitted, |



Clerk of Committee

P

City of Manchester New Hampshire

In the year Two Thousand and Seven

AN ORDINANCE

"Amending the Zoning Ordinance of the City of Manchester by extending the Neighborhood Business District (B-1) into an area currently zoned Urban Multifamily District (R-3), being a portion of Tax Map 178, Lot 12 with an address of 438 Dubuque Street and abutting Amory Street. A majority of the property is currently zoned R-3 and the petition would extend the B-1 to include the entire lot."

BE IT ORDAINED, By the Board of Mayor and Aldermen of the City of Manchester,
as follows:

SECTION 1. Amending the Zoning Ordinance of the City of Manchester by extending the Neighborhood Business District (B-1) into an area currently zoned Urban Multifamily District (R-3), being a portion of Tax Map 178, Lot 12 with an address of 438 Dubuque Street and abutting Amory Street. A majority of the property is currently zoned R-3 and the petition would extend the B-1 to include the entire lot, and being more particularly bounded and described as follows:

Beginning at a point on the zone boundary line between the B-1 (Neighborhood Business) zone district and the R-3 (Urban Multifamily) zone district, prior to this amendment, said point being approximately 62 ft. northerly of the intersection of Dubuque Street and Amory Street, prior to this amendment;

Thence, westerly along the zone boundary line between the B-1 (Neighborhood Business) zone district and the R-3 (Urban Multifamily) zone district, prior to this amendment for a distance of approximately 100 ft. to a point,

Thence, northerly along the property line of TM 178, Lot 12 with Rimmon Street East Back for a distance of approximately 105 ft. to a point;

Thence, easterly along the property line of TM 178, Lot 12 and TM 178, Lot 13 for a distance of approximately 100 ft. to a point;

Thence, southerly along the property line of TM 178, Lot 12 for a distance of approximately 105 ft. to a point, said point also being the point of beginning.

Said description to include a portion of TM 178, Lot 12, consisting of approximately 10,500 square feet of land to be rezoned from R-3 (Urban Multifamily) to B-1 (Neighborhood Business) zone district, after this amendment.

SECTION II. Resolve this ordinance shall take effect upon passage.

P



SNHPC

May 15, 2007

Southern New Hampshire Planning Commission

438 Dubuque Street, Manchester, NH 03102-3546, Telephone (603) 669-4664 Fax (603) 669-4350

MANCHESTER CITY CLERK

www.snhpc.org

'07 MAY 17 A9:20

IN BOARD OF MAYOR & ALDERMEN

DATE: July 10, 2007

ON MOTION OF AID. O'Neil

SECONDED BY AID. Pinard

to refer to the Cmte. on Bills

VOTED TO on Second Reading and to Public Hearing.

Leo R. Bernier
CITY CLERK

Mr. Leo R. Bernier, Clerk
City of Manchester
One City Hall Plaza
Manchester, NH 03101

Re: Southern New Hampshire Planning Commission
438 Dubuque Street, Manchester, New Hampshire

Dear Mr. Bernier:

The Southern New Hampshire Planning Commission currently occupies the building at 438 Dubuque Street on the city's west side (the former Rimmon School). Currently, our property is bisected by two different zoning classifications; B-1 paralleling Amory Street and R-3 for the northern portion.

When the Commission originally renovated and occupied the building in 1995, we applied for and were granted a Variance and a Special Exception to permit professional offices in a residential zone (Case No. 147-ZO-95).

As the Commission plans for its future use of the building, we would like to request that the entire property be included in the B-1 zone. This would allow the currently permitted use as professional offices to continue without the necessity of requesting variances in the future, but would remain consistent with the previously granted exceptions.

I enclosed our check in the amount of \$300.00 to cover the filing fee for the proposed zoning amendment and plot plan showing the zoning.

Thank you for your attention to this matter. Please contact me directly if you have any questions or require additional information in this regard.

Sincerely,

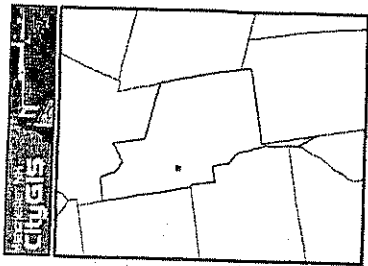
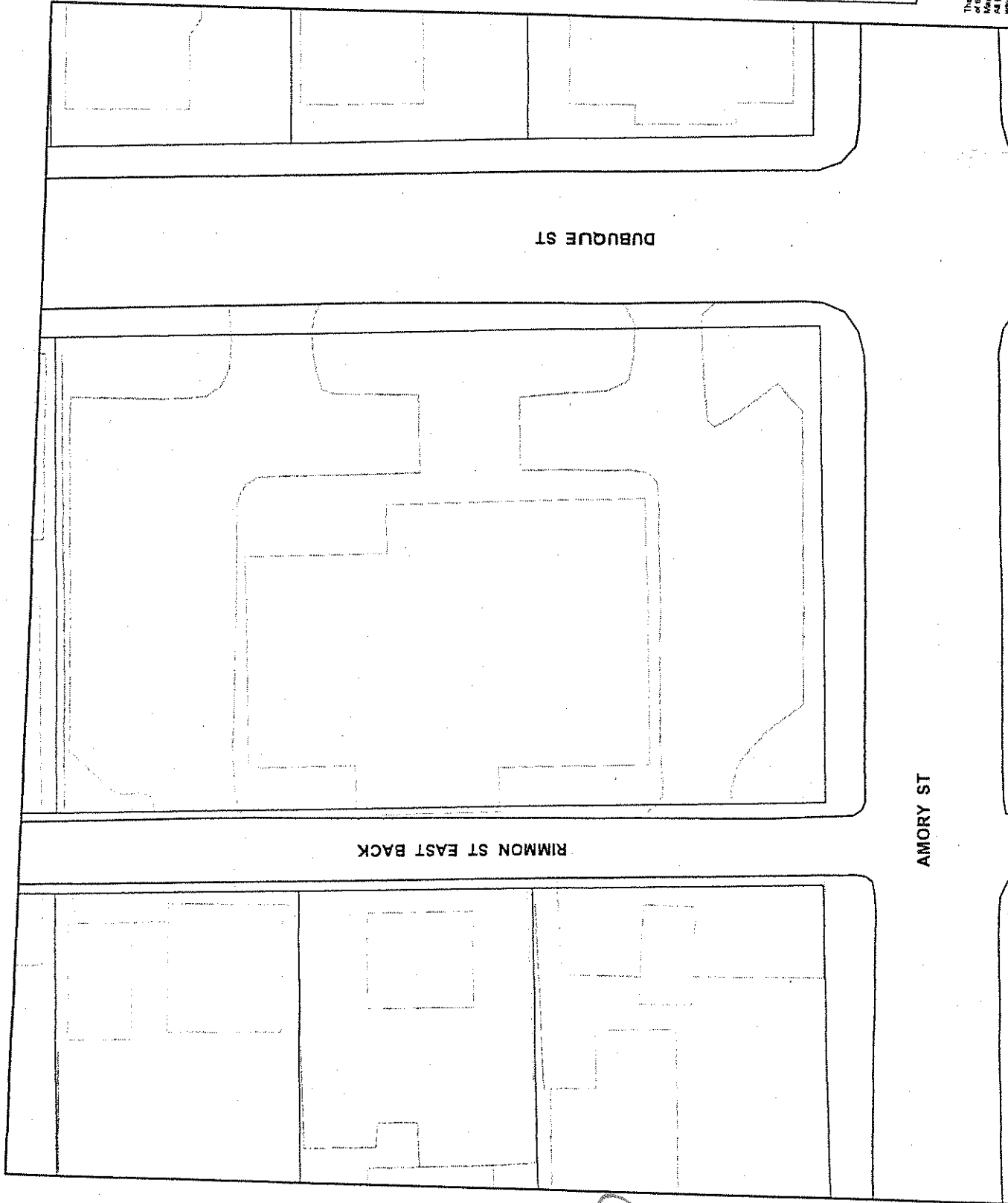
SOUTHERN NEW HAMPSHIRE
PLANNING COMMISSION

David J. Preece, AICP
Executive Director

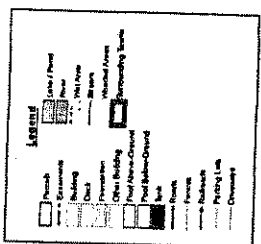
DJP/rjk

P

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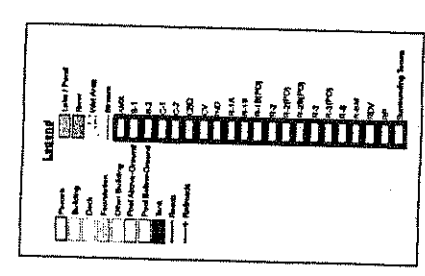


Aer Map Showing Extent Of Map At Left



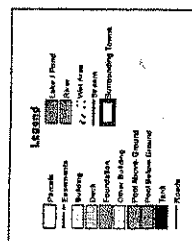
DISCLAIMER

The information appearing on this map is for the convenience of the user and is not an official record of the City of Manchester, NH (the "City"). This map is not a legal document. All boundaries, easements, areas, measurements, rights-of-way, etc. appearing on the map should only be considered as approximate, and as such have no official or legal value. The City makes no representation or warranty, expressed or implied, concerning the accuracy, completeness, or reliability of the information for any particular use. The City assumes no liability whatsoever associated with the use or reliance on this information. The official public records from various City, County, and State government agencies and departments, and all business transactions, including copying during normal business hours. By using this map, you agree to these terms and conditions.



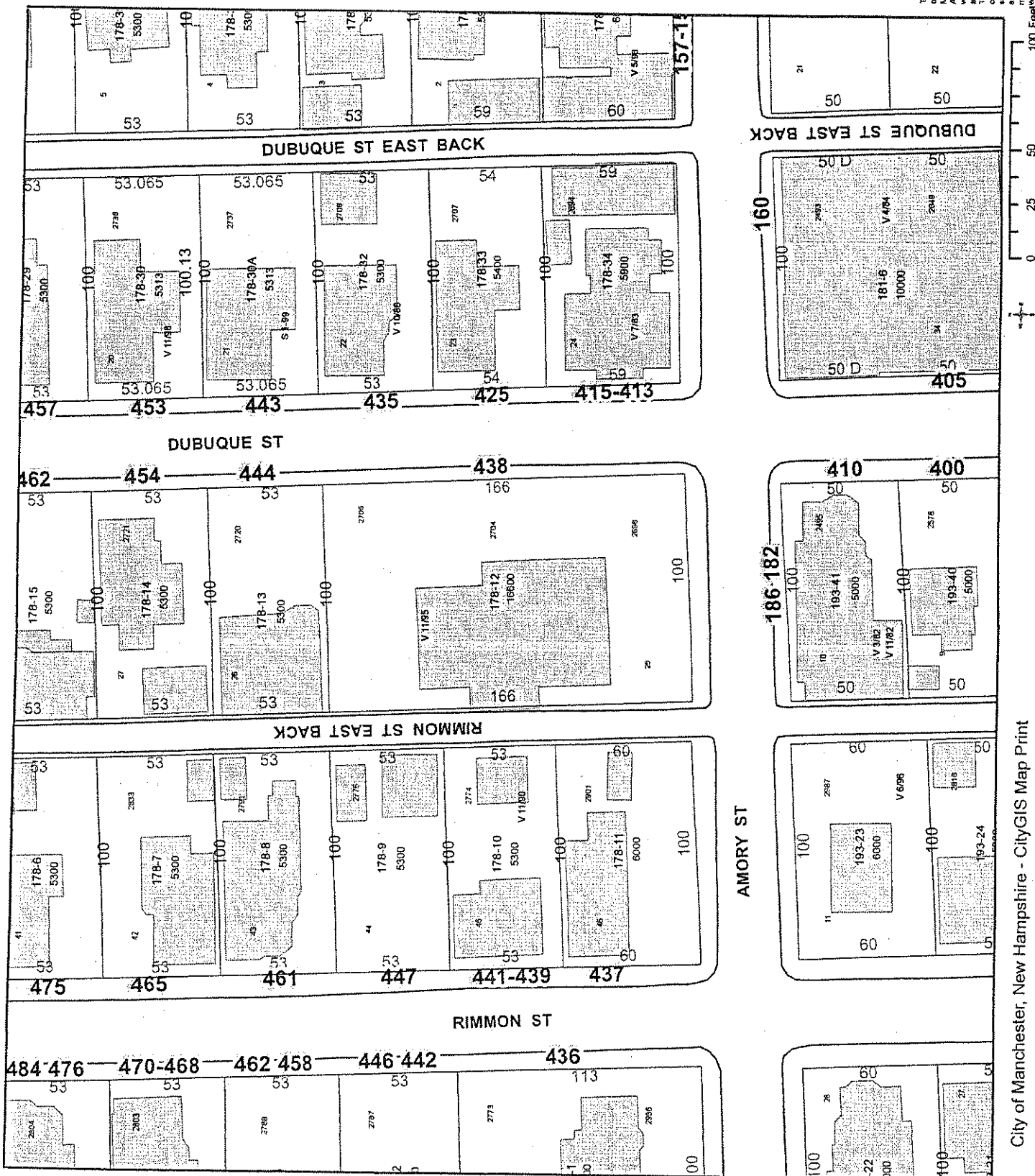
DISCLAIMER

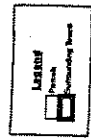
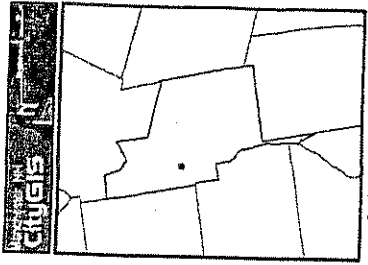
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DECEMBER 1990

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CITY OF MANCHESTER

Planning and Community Development



Robert S. MacKenzie, AICP
Director

Planning
Community Improvement Program
Growth Management

Staff to:
Planning Board
Heritage Commission
Millyard Design Review Committee

June 26, 2007

Mr. Leo Bernier, City Clerk
City of Manchester
One City Hall Plaza
Manchester, NH 03101

Re: *Technical Report, Rezoning Petition, 438 Dubuque Street*

Dear Mr. Bernier:

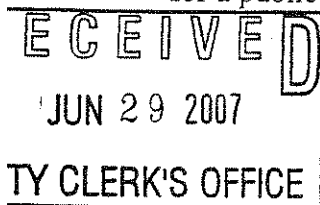
In accordance with the policy on rezoning requests, the following information is provided in consideration of a rezoning request filed by David Preece, Executive Director of the Southern New Hampshire Planning Commission, for the Commission's property at 438 Dubuque Street. The subject property is located on the northerly side of Amory Street, abutting Dubuque Street to the east, Rimmon Street East Back to the west, and a multi-family building to the north.

Currently, the property is split-zoned, with the southerly portion of the lot zoned *B-1, Neighborhood Business*, and the northerly portion of the lot zoned *R-3 Residential*. The applicant is requesting that the entire lot be zoned *B-1*.

The parcel is approximately 16,600 SF. The property has been home to the offices of the regional planning commission since 1995, after special exceptions and variances were secured by the ZBA. While properties that are bisected by different zoning district boundaries have specific issues to contend with to satisfy zoning regulations, properties in which the zoning district boundary also bisects the building have additional issues. Such is the case with this particular property.

Prior to 2001, the year the Zoning Ordinance and map were revised, the entire parcel at 438 Dubuque Street was zoned *B-1*. Staff is not certain why the map was changed in 2001, resulting in the split-zone.

From a technical perspective, the petition to rezone the rear portion of the parcel at 438 Dubuque Street from *R-3* to *B-1* may be forwarded to the Board of Mayor and Aldermen for a public hearing. Consistent with the policy for rezoning petitions, I am forwarding a



One City Hall Plaza, Manchester, New Hampshire 03101
Phone: (603) 624-6450 Fax: (603) 624-6529
E-mail: planning@ManchesterNH.gov
www.ManchesterNH.gov

P

copy of this report and petition to the Planning Board, the Building Department and the Office of the City Solicitor for their comment.

The Planning Director or I will be available to answer any questions that the Board may have.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Pamela H. Goucher", with a long, sweeping horizontal line extending to the right.

Pamela H. Goucher, AICP
Deputy Planning Director

C: Planning Board
Building Department
Office of the City Solicitor

P

Planning Department Technical Review Map

RIMMON ST.

DUBUQUE ST.

R-3

Subject
Property
438 Dubuque St.
TM 178, Lot 12

168'

100'

B-1

AMORY ST.

R-3

This map was prepared by the City of Manchester Planning & Community Development Department (D. Beauchesne) on June 25, 2007.

//// Rezone from R-3 to B-1

0 10 20 40 60 80 Feet



P

Planning Department Technical Review Map

RIMMON ST.

DUBUQUE ST.

R-3

Subject
Property
438 Dubuque St.
TM 178, Lot 12

B-1

AMORY ST.

R-3

This map was prepared by the City of Manchester Planning & Community Development Department (D. Beauchesne) on June 25, 2007.

Rezone from R-3 to B-1

0 10 20 40 60 80 Feet



P

Map Lot	Location Address	Owner Name	Owner Address	Owner City	State	Zip Code	Sale Date	Sale Price	Book/Page	Land Area (sq ft)	Living Area (sq ft)	Total Valuation (as of 2006 Revaluation)
178-10	441 RIMMON ST	RICE, ALAN	PO BOX 1773	MANCHESTER	NH	03105	Jun 29, 2005	321900	7492/2646	5300	2952	277400
178-11	437 RIMMON ST	REID, DAVID	PO BOX 4922	MANCHESTER	NH	03108	Mar 10, 2003	0	6876/1378	6000	3300	292800
178-12	438 DUBUQUE ST	SOUTHERN NH PLANNING COMM	438 DUBUQUE ST	MANCHESTER	NH	03102	Dec 29, 1995	10000	5683/1939	16599	0	1069200
178-13	444 DUBUQUE ST	FERRAGAMO, DOMENICO	32 BRISTOL AVE	SWAMPSCOTT	MA	01907	Jun 25, 2004	345000	7267/1693	5300	4989	369000
178-30A	443 DUBUQUE ST	WINSTON, ARTHUR J	136 KENDALL POND RD	WINDHAM	NH	03087	Aug 28, 2001	200000	6480/ 459	5313	3508	300800
178-32	435 DUBUQUE ST	LAROCHELLE, STEVEN M	435 DUBUQUE ST	MANCHESTER	NH	03102	Jan 17, 2003	295000	6817/1211	5300	3224	294900
178-33	425 DUBUQUE ST	BERNARD, WILLIAM G	20 W ROSEDALE AVE	MANCHESTER	NH	03103	Apr 28, 2000	140500	6234/1980	5399	3745	312700
178-34	413 DUBUQUE ST	METHOT, YVONNE M	% DENNIS METHOT	MANCHESTER	NH	03102	Jul 20, 2004	0		5901	0	510800
178-8	461 RIMMON ST	LAVIGNE, NANCY M	40 SHERMAN DR	RAYMOND	NH	03077	Dec 05, 2005	805000	7600/2394	5300	5262	377500
178-9	447 RIMMON ST	GATO, CENON	447 RIMMON ST	MANCHESTER	NH	03102	Oct 29, 2004	187900	7349/1658	5300	1076	187700
181-6	160 AMORY ST	160 AMORY LLC	683 PINE ST	MANCHESTER	NH	03103	Nov 21, 2003	605000	7124/1351	9999	0	718000
193-23	415 RIMMON ST	SHRESTHA, DHURBA	94 FISHERVILLE RD #10	CONCORD	NH	03303	Jul 28, 2004	276900	7290/1848	6000	2080	287700
193-41	410 DUBUQUE ST	KAPGOOD DUBUQUE LLC	7 COLBY CT #7-140	BEDFORD	NH	03110	Mar 06, 2006	475000	7640/ 156	5000	8739	492800

D

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that amending resolutions and budget authorizations for projects be approved as follows:

210007 HIV Counseling & Testing - \$25,000
213908 Manchester Multi-Lingual Asthma Education and Outreach
Program - \$27,666
411708 Firesafe Intervention Program - \$10,000
511808 Recreational Improvements Fund Project - \$20,000

and for such purposes resolutions and budget authorizations have been submitted.

(Unanimous vote.)

Respectfully submitted,



Clerk of Committee





To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that fund transfers revising the Cohas Phase 2 and CSO projects be granted and approved and for such purpose budget authorizations and an amending resolution have been submitted.

(Unanimous vote.)

Respectfully submitted,


Clerk of Committee


R

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that funds be appropriated to purchase radio equipment for the Police Department.

The Committee notes that it has requested the Director of Planning and Community Development, Finance Officer, and the Mayor to make recommendations to the Board regarding funding this request at the October 16th meeting of the Board.

(Unanimous vote.)

Respectfully submitted,



Clerk of Committee



To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Community Improvement respectfully recommends, after due and careful consideration, a request of the Police Department to purchase the following:

- Two four wheeled ATV's, a trailer, helmets and two GPS units at an approximate cost of \$12,000;
- Three traffic counters at a cost of \$8,250; and
- One radar speed trailer at a cost of \$7,000

be approved. The Committee notes that it has requested the Planning and Community Development Director to recommend a source of funding at the October 2nd meeting of the Board.

(Unanimous vote.)

Respectfully submitted,



Clerk of Committee

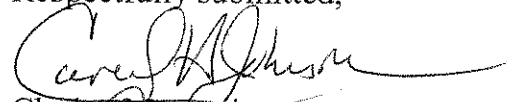



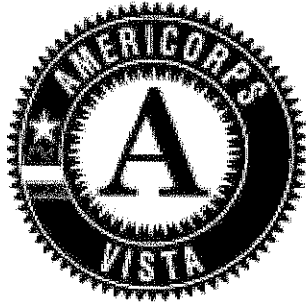
To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Community Improvement respectfully recommends, after due and careful consideration, a request for funding to relocate the AmeriCorps VISTA Program to the Rines Center be approved at a cost of up to \$13,200. The Committee has requested that a source of funding be presented by the Planning and Community Development Director at the October 2nd meeting of the Board.

(Unanimous vote.)

Respectfully submitted,


Clerk of Committee




AMERICORPS VISTA PROGRAM/MANCHESTER

August 13, 2007

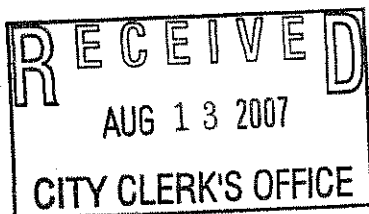
To: Alderman Mike Garrity
Chairman/CIP

From: Dennis A. Hebert
Director/AmeriCorps VISTA Program

The purpose of this letter is to transmit updated information/data on establishing a VISTA Office at the Rines Center. Attached are two (2) cost estimates: one from IS and another from W.B. Mason. Please let me know if I can provide any clarification on either item.

Respectfully,


Dennis A. Hebert



9

7/12/2007

Vista Cost estimate to move to Rines Center

Option 1 (perferred)

This option includes scanning, scan to email and network faxin

One Time

Description	QTY	Unit Cost	Total Cost
PC	5	\$ 1,000	\$ 5,000
Monitor	5	\$ 170	\$ 850
Network Software	5	\$ 160	\$ 800
Telephones	6	\$ 229	\$ 1,374
Tel Line installation	3	\$ 55	\$ 165

\$ 8,189 One Time

Ongoing

Description	QTY	Unit Cost	Monthly Ttl	Yearly Total
Tel Lines	3	22	\$ 66.00	\$ 792.00
Copier/Printer/fax(not color)	1	1	\$ 110.03	\$ 1,320.36
Copier maint	1	400	\$ 400.00	\$ 400.00

36 month lease

\$2,512.36 Yearly

Option 2

This option does not have scanning or network faxing.

One Time

Description	QTY	Unit Cost	Total Cost
PC	5	\$ 1,000	\$ 5,000
Monitor	5	\$ 170	\$ 850
Network Software	5	\$ 160	\$ 800
FAX	1	\$ 267	\$ 267
Printer HP Color 3600n	1	\$ 574	\$ 574
Telephones	6	\$ 229	\$ 1,374
Tel Line installation	3	\$ 55	\$ 165

\$ 9,030 One Time

Ongoing

Description	QTY	Unit Cost	Monthly Ttl	Yearly Total
Tel Lines	3	22	\$ 66.00	\$ 792.00
Printer toner				
Black	2	109.19		\$ 218.38
Color (1s35)	3	109.19		\$ 327.57
Copier maintenance	4	159		\$ 636.00
Copier Toner	1	122		\$ 122.00

estimate

\$2,095.95 Yearly

9



To: Manchester City Housing
Fr: Shauna Simmons – W.B. Mason
Re: Executive Summary
Dt: 8/13/07

.....

Manchester City Housing

Outlined below is the pricing for your furniture project. Please let me know if you have any questions.

Dennis' Office:

- | | |
|---|----------|
| • (1) 66x30 Mahogany Single Pedestal Desk | \$434.40 |
| • (1) 48x24 Mahogany Return | \$349.20 |
| • (1) Mahogany Hutch | \$465.60 |
| • (1) Mid Back Executive Chair | \$189.95 |

Additional Offices:

- | | |
|---|----------|
| • (4) 60x30 Double Pedestal Mahogany Desk | \$487.20 |
| • (4) Mid Back Swivel Task Chair | \$129.95 |
| • (2) 3 Shelf Mahogany Bookcase | \$232.80 |
| • (1) 4 Shelf Mahogany Bookcase | \$276.00 |
| • (1) 5 Shelf Mahogany Bookcase | \$319.20 |

Total of Manchester City Housing Furniture Project - \$4,968.55

Note:

- Free Delivery/Installation
- Installation within one week of order entry
- Please contact myself or Dan with any questions

Thank you,

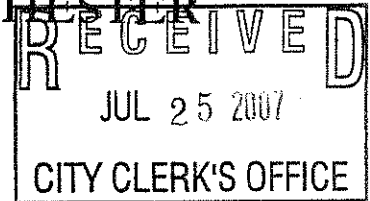
Shauna Simmons
Account Executive
W.B. Company, Inc.

9



AMERICORPS VISTA PROGRAM/MANCHESTER

July 24, 2007



To: Alderman Mike Garrity, Chairman
Committee on Community Improvement

Aldermen O'Neil
Alderman Osborne
Alderman Gatsas
Alderman Duval

From: Dennis A. Hebert, Director
AmeriCorps VISTA Program/Manchester

Dear Chairman Garrity,

Recently, the Mayor and Board of Aldermen (MBA) gave approval for the Office of Youth Services (OYS) to move from the Rines Center and relocate in the so-called Chase Block. Additionally, there was a sum of money appropriated for that purpose. At that time, the MBA also gave approval for the VISTA Program to occupy part of the vacated OYS office space. The VISTA Program has grown from the initial placement of six VISTA members (2003) to the current total of twenty-three VISTA members. The plan is for the VISTA Program to have at least thirty members serving in the community by November 2007.

As a condition of the VISTA grant from the Corporation for National & Community Service (CNCS), the federal government requested that the City provide necessary resources to maximize the impact of these funds. CNCS, as the grantee, is very clear in terms of what costs can be paid for under the grant. Essentially, VISTA grant funds cannot be used to pay for operational/capital expenses. Therefore, we cannot use any VISTA grant funds to pay for rent, office equipment such as computers, fax or print machines, copy machines, etc. I am hopeful that the City, as a partner with CNCS, would provide the funding necessary to help setup the VISTA Office.

The VISTA Program would need complete workstations for five people to include: the Director (Dennis Hebert), two VISTA Leaders (Pat Mallory & Sandra Plummer) and two other VISTA members working on special projects. This would also allow for personal and confidential communication with VISTA members, VISTA supervisors, community leaders, etc. I am respectfully requesting that you consider appropriating the sum of \$12,000 on a one time basis to assist the VISTA Program in setting up an office at the Rines Center. This figure is based on a quote from Jennie Angell (IS). Please see details outlined below.

9

Cost Estimate - VISTA Program/Rines Center

One Time

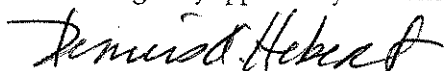
Description	QTY	Unit Cost	Total Cost	
		\$		
PC	5	1,000	\$ 5,000	
Monitor	5	\$ 170	\$ 850	
Network Software	5	\$ 160	\$ 800	
Telephones	6	\$ 229	\$ 1,374	
Tel Line installation	3	\$ 55	\$ 165	
				One Time
			\$ 8,189	

Ongoing

Description	QTY	Unit Cost	Monthly Total	Yearly Total	
Phone Lines	3	22	\$ 66.00	\$ 792.00	
Copier/Printer/Fax	1	1	\$ 110.03	\$ 1,320.36	(36 month lease)
Copier Contract	1	\$ 400.00	\$ 400.00	\$ 400.00	
				\$ 2,512	Yearly

I also want to make it clear that the VISTA Program is not relying just on the good graces of the BMA in this matter. The VISTA Program has moved forward with a fundraising campaign and, recently, we sent letters requesting financial support to over 250 local businesses in the greater Manchester area. VISTA has contacted Donations Network to identify office furniture to outfit five work-stations. IS has offered a conference table with some chairs and Health has offered to provide VISTA with a copy machine that is in good working order. Of course, VISTA will need to purchase office supplies and related items as well.

I would greatly appreciate your consideration of this request. Respectfully,


Dennis A. Hebert

Cc: Mayor Frank Guinta
Sean Thomas
Lands & Buildings Committee
Tim Soucy
Janice Lopilato (CNCS)
Pat Mallory (VISTA Leader)
Sandra Plummer (VISTA Leader)
Bob MacKenzie
Sam Maranto

9



**MANCHESTER SCHOOL DISTRICT
SCHOOL ADMINISTRATION UNIT NO. 37**

286 Commercial Street, Manchester, NH 03101 • Tel: 603.624.6300 • Fax: 603.624.6337

Michael Ludwell, Ph.D.
Superintendent of Schools

Henry J. Aliberti Jr., Ed.D.
Assistant Superintendent
Elementary Education

Karen DeFrancis
Business Administrator

Karen G. Burkush
Assistant Superintendent
Student Services

TO: Board of Mayor and Aldermen

FROM: Karen DeFrancis, Business Administrator *Karen*

DATE: September 20, 2007

RE: MST Renovation Project

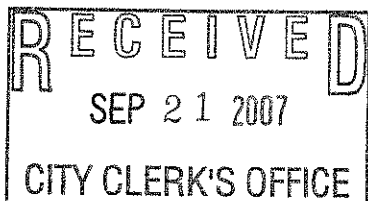
At the Building and Sites meeting of August 27, 2007, the Committee instructed the Administration to inquire on the status of the approval of the bond resolution for the MST Renovation Project. It is our understanding that the issuance of the bond will not be approved during fiscal year 2008. Is it possible to have the bond resolution and the project approved, without issuing the bond until a future date? The concern with delaying this project until 2009 is increased costs as well as not completing the project within the biennium budget approved by the state.

Attached is a document with information that was presented to the Building & Sites Committee at the August 27, 2007 meeting.

It is the School District's desire to have the project approved immediately so that the construction plans and bidding process can be completed by spring. If further clarification is needed, we would be available to attend any required meetings.

Thank you in advance for your support on the project.

Cc: Board of School Committee
Dr. Michael Ludwell, Superintendent



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BUILDING AND SITES COMMITTEE MEETING
SCHOOL BOARD – MANCHESTER SCHOOL DISTRICT –SAU # 37
August 27, 2007, 6:00 PM

Manchester School of Technology –Progress Update

1. April 24, 2007 – Frank Bass, Former Asst. Super. And Fred Matuszewski testified before the Senate Committee on the merits of State participation in funding
2. May 2007 – State DOE stated in UL that “the State’s 75 percent share for \$10M in renovations to the School of Technology is not imperiled if the City fails to borrow its share of money for the work this year.Leather said it’s also a local decision on when to break ground, but the State prefers capital projects funded in its two-year budget to also be completed within that time frame.”
3. In June, 2007, the State’s Capital Budget was approved on a voice vote.
4. To date, the project has been funded with an appropriation to cover preliminary programming and design. Further work has not been funded by the City. For this work to proceed, the BMA would need to approve a Bond Resolution for the project, thus funding design development and preparation of bidding documents, as well as allow the City to award the contract to a contractor. For a project of this size, design development and contract documents will take approximately 4 months to complete. The associated cost of the production of contract documents, drawings and specifications, to the A&E team is \$300K to \$400K through the fall, and into the end of the year. If the Bond Resolution was approved now and design and contract documents were to proceed, it would allow the A&E team to complete design and contract documents by the end of the year, and bidding can take place immediately after the first of the year – an ideal time to bid the project.
5. Delay in funding the project until the first of the year, will delay the process accordingly. Completion of design and contract documents would initiate after the first of the year; contractor bidding would likely take place in late spring. Generally, by late spring, contractors have lined up their contracts to begin their projects with weather conditions in their favor. Costs of the construction of the project could escalate by virtue of limited interest in bidding by contractors.

6. Approval of a Bond Resolution now, would likely speed up the construction schedule with construction completion likely occurring in June, July of 2009. Further delay in the approval of the Bond Resolution will likely delay completion of the project until fall, or early winter of 2009, which may likely extend construction's affect to the delivery of programs offered at MST.
7. The Bond Resolution must be drawn up for \$10M. The City will be billed by the A&E team, and the General Contractor for their work. The City, in turn, invoices the State for reimbursement for their share (75%) of the project cost. With payment extended by the State to the City, the City is ultimately responsible for 25% of the project costs.
8. For the April 2007 testimony to the Senate Committee, an excel spreadsheet was prepared by the A&E team, drafting a "model" of how funds would be drawn down over the succeeding two years. (This spreadsheet is an approximation of cash flow, and should be viewed as such.) This spreadsheet would need adjustment in both time and projected values upon approval of the Bond Resolution, resumption of design work, and eventual construction contract award. (Please note that with inactivity since July the spreadsheet's dates must move accordingly.)

Memo

To: Board of Mayor and Alderman

From: Glen Ohlund

CC: Jay Minkarah

Date: 9/24/2007

Re: Community Revitalization Tax Relief Incentive Application (RSA 79-E)
20 Concord Street (aka Map 9, Lot 12)

The Economic Development Office is in receipt of our first application for the Community Revitalization Tax Relief Incentive. A memo from the City Clerk's Office went out to the BMA on September 13th regarding the public hearing required by RSA 79-E. That hearing is slated for Tuesday October 2nd at 6:15 PM. The Clerk's Office requested MEDO prepare a brief report with our recommendations.

Background-

The four story building at 20 Concord Street most recently housed two marginal retail and service businesses including a tattoo parlor on the first floor and upper floor housing consisted of twenty-nine (29) single-room occupancy units that were found to be in less than ideal condition. In February 2007, local developer Ben Gamache purchased the property with plans for major improvements.

The City received Mr. Gamache's application for tax relief under RSA 79-E on September 12th.

RSA 79E establishes a set of criteria required to grant this Tax Relief Incentive as follows:

Property is within a designated Downtown or Central Business District area and consistent with Master Plan or other development regulations-

Attachment "A" is a City GIS map showing subject property to be located in the CBD (Central Business District) Zoning area. One of the four zoning districts the City of Manchester adopted for RSA 79-E. The other applicable areas are the Millyard District (AMX) and two Downtown R-3 Zones which include the Amoskeag Housing. All of the uses proposed by applicant are consistent with those outlined for the Central Business District as permitted uses in the 2001 Zoning Ordinance. Additionally, this project meets the City's Master Plan economic development objectives to "Evaluate the city's older commercial and industrial areas for their potential to be creatively rehabilitated and reused" and further supports efforts to "strengthen the Central Business District" also outlined in the 1993 Master Plan.

Proposed rehabilitation qualifies as substantial-

The subject property was assessed in 2007 at \$1,043,100. The applicant's proposal calls for rehabilitation costs of \$447,000 which equal nearly 43% (42.85%) of the assessed value. This significantly exceeds the threshold of 15% of assessed value or \$75,000 (whichever is less) required by the statute.

There is public benefit in granting the Tax Relief-

MEDO finds that the application meets a number of the public benefit requirements under RSA 79-E. The applicant plans to attract a first floor restaurant and upper floors would be Class A office space that will enhance the economic vitality in Downtown Manchester. These offices will have the potential to create additional daytime purchasing power that can be captured by Downtown retailers and restaurants.

MEDO further finds that the work conducted on the exterior of the building has already improved the condition and appearance of the property. Paint and layers of façade treatments that have accumulated over the years have been removed and the original exterior will once again highlight the detail of building construction from the late 1800's. The applicant has not requested the additional benefits of rehabilitating a historic structure, nor has he followed the US Secretary of Interior's Standards for Rehabilitation.

The rehabilitation of this building does improve the Downtown area, as it is visible from Elm Street on an important artery into the Downtown. In its previous condition, the building would not have been considered an asset to Downtown. In completing this project, the applicant, Ben Gamache, will revitalize an eyesore building into a property which will contribute to the overall economic health and appearance of the Downtown.

Based on this report, comments from the applicant, and results of the Public Hearing, the Board of Mayor and Alderman is required to render a decision granting or denying the requested tax relief, and if so, establishing a tax relief period based on the following:

- 1) public benefit is established
- 2) a covenant under RSA 79-E:8 is established, protecting the public benefits of the project. RSA 79-E states that the covenant be coextensive with the period of tax relief and may be in effect for up to twice the period of tax relief
- 3) the Board of Mayor and Alderman finds the proposed use(s) consistent with the Master Plan or development regulations

MEDO respectfully recommends that the Board of Mayor and Alderman grant this RSA 79-E request for a period of five (5) years and authorize Staff to complete the necessary covenants and recordings required by this statute.

MEDO staff looks forward to discussing this application on October 2nd.

The original application is included in this memo.

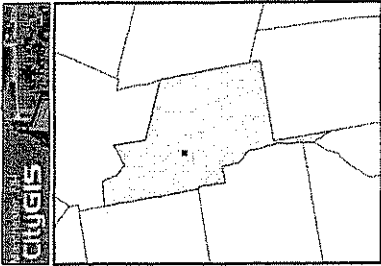
Respectfully,

Glen Ohlund

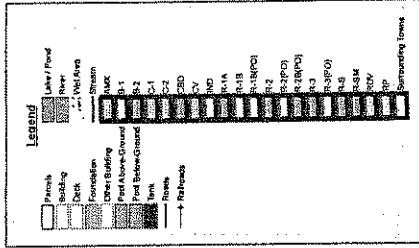
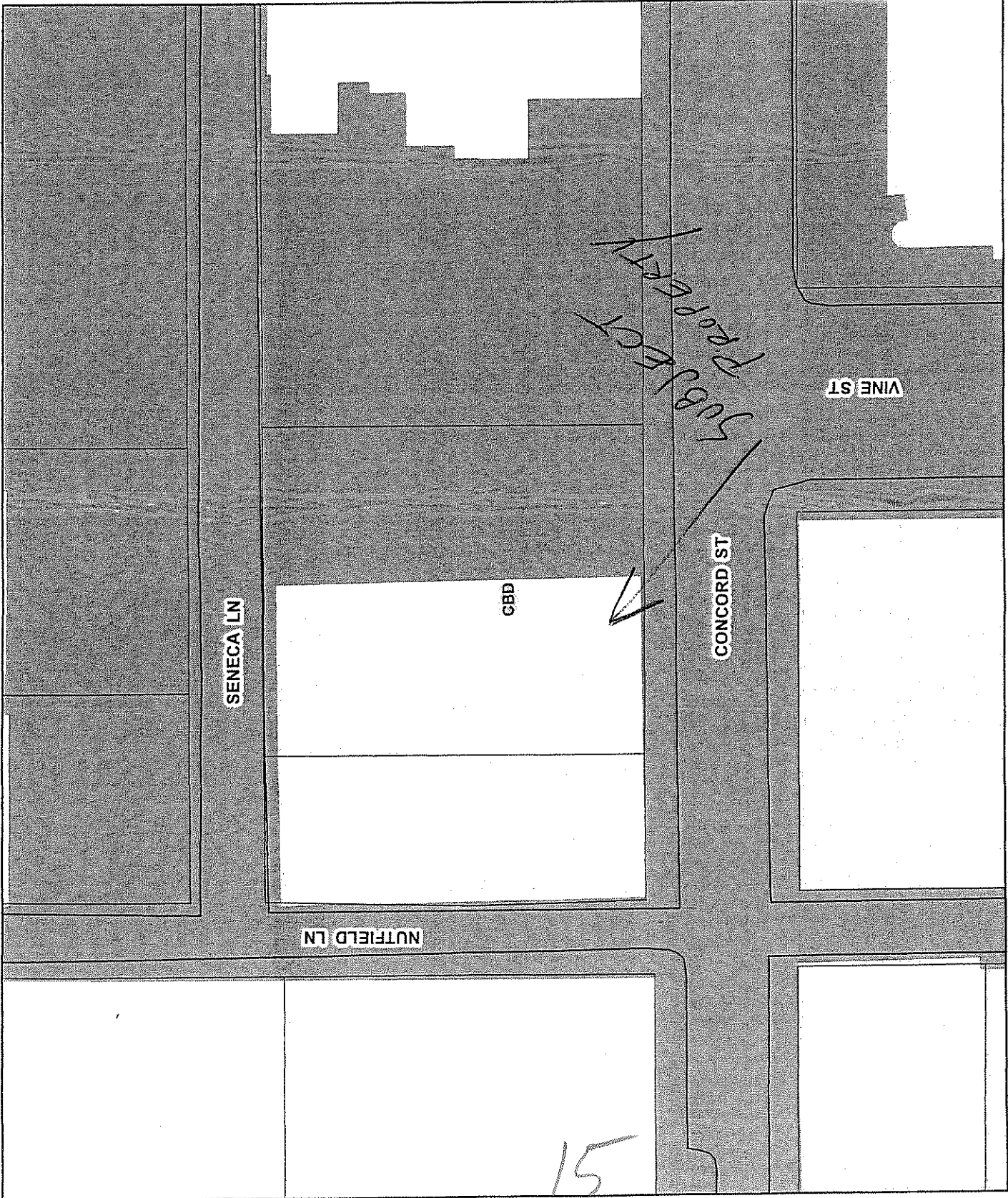
gohlund@manchesternh.gov

624-6505 x 4103

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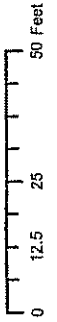


Area Map Showing Extent Of Map At Left



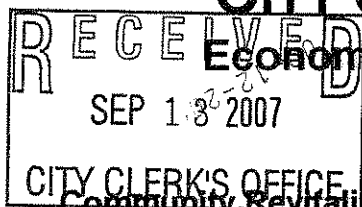
DISCLAIMER

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09-12-2007 RCVD

09-12-2007 RCVD



CITY OF MANCHESTER

Economic Development Office



Community Revitalization Tax Relief Incentive Application

Building Name (if any) <u>22 CONCORD ST. LLC</u>	Owner Name(s) <u>BEN GAMACHE</u>
Building Address <u>22 CONCORD ST Manchester NH 03101</u>	Applicant Name(s) (if different from owner) <u>22 CONCORD ST. LLC</u>
Owner Address (es) <u>16 Lowell ST Manchester NH.</u> Phone # <u>603-623-4956</u> Email address <u>bengamache@gamache.biz</u>	Applicant Address (if different from owner) Phone # Email address
Map# <u>0009</u> Lot# <u>0012</u>	Book# <u>7808</u> Page # <u>1633</u>
Year Built <u>1890</u> Square Footage of Building <u>14,000</u>	Is the building eligible or listed on the State or National Register of Historic Places or located in a Local, State, or Federal Historic District? Yes _____ No <u>X</u> provide historic district name if applicable)
Existing Uses (describe number of units by type and size) <u>COMMERCIAL AND APARTMENTS</u> <u>1st floor</u> <u>2nd floor</u>	Is there a change of use associated with this project? ___ Yes ___ No <u>X</u> If so, please describe:
Proposed Uses (describe number of units by type and size) <u>COMMERCIAL ALL 4 FLOORS</u> <u>office</u>	
Will the project include new residential units? ___ Yes <u>X</u> No	Will the project include new affordable residential units? ___ Yes <u>X</u> No
If yes, please describe:	If yes, please describe:

Note: Application must be accompanied by a \$50 Application Fee made payable to "City of Manchester"

15

Will any state or federal grants or funds be used in this project? If so, describe and detail any terms of repayment (if applicable) NO

Describe the work to be done and estimated cost: please attach additional sheets if necessary and any written construction estimates

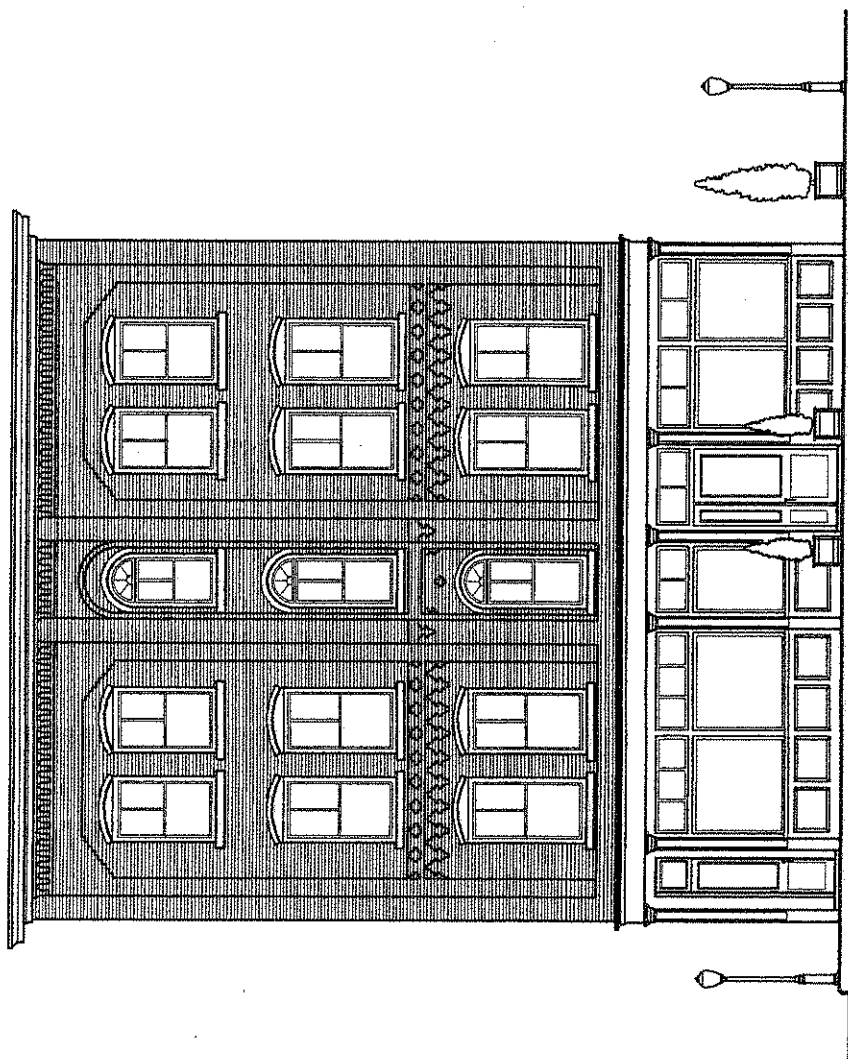
Structural: <u>SANDBLASTING, WINDOWS, REPAIRS</u> <u>FLOORS - ELEVATORS</u>	\$ <u>175,000</u>
Electrical: <u>new Panels, and subpanels on</u> <u>each floor, light, plus-</u>	\$ <u>60,000</u>
Plumbing/Heating: <u>8 Bathroom, 4 New HVAC</u> <u>Systems</u>	\$ <u>120,000</u>
Mechanical: <u>GAS PIPING, MISC-</u>	\$ <u>12,000</u>
Other: <u>PAINT, CARPET, WALLS, DOORS, HARDWARE</u> <u>Light exterior,</u>	\$ <u>80,000</u>
Total: Note: To qualify for this tax relief incentive, the costs of the project must be at least 15% of the pre-rehabilitation assessed value or \$75,000, whichever is less.	\$ <u>447,000.</u> ⁰⁰

Please attach any plot plans, building plans, sketches, renderings or photographs that would help explain this application.

APPROVAL BY A MAJORITY OF MAYOR AND ALDERMEN REQUIRED

I have read and understand the Community Revitalization Tax Relief Incentive RSA Ordinance (see following pages) and am aware that this will be a public process including a public hearing to be held to discuss the merits of this application and the subsequent need to enter into a covenant with the City and pay any reasonable expenses associated with the drafting of the covenant.

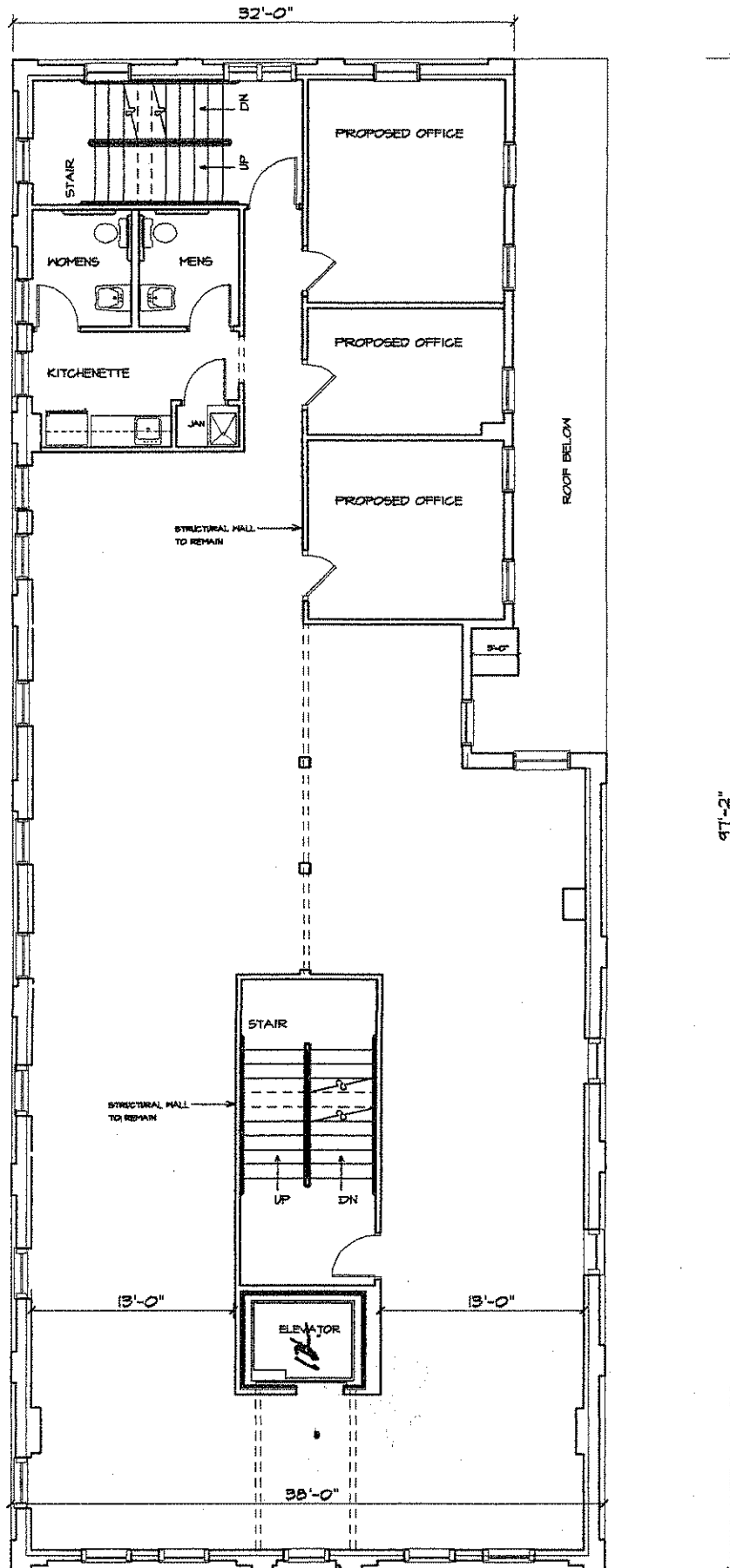
Ben Gamache Ben Gamache 7/17/07
Applicant: (signed) (name printed) Date
Expected project start: 7/1/07 Expected project completion: 1/15/08



PROPOSED RENOVATION

22 CONCORD STREET

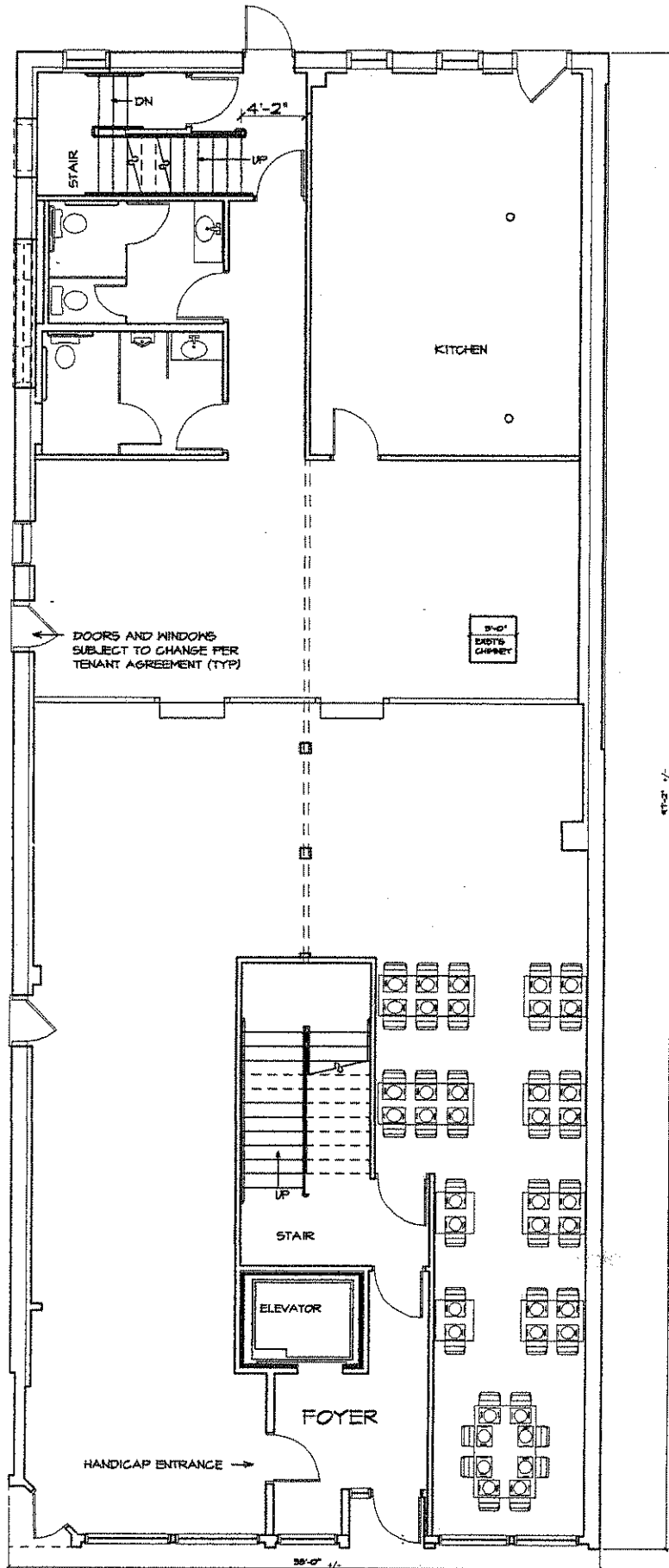
AMOSKEAG ARCHITECTURAL GROUP
1650 elm street, suite 401, manchester, nh 03101-1217
phone: (603) 624-4619 phone: (603) 645-4388



TYPICAL FLOOR PLAN (REV'D 6/7/07)

NOTE: SCHEMATIC ONLY; SOME VARIATIONS MAY OCCUR DUE TO STRUCTURAL CONCERNS

15



FIRST FLOOR PLAN (REV'D 6-7-07)

NOTE: SCHEMATIC ONLY; SOME VARIATIONS MAY OCCUR DUE TO STRUCTURAL CONCERNS

15

20 CONCORD ST



Click to enlarge

MBLU : 0009 / 0012 /
 Location: 20 CONCORD ST
 Owner Name: 22 CONCORD ST LLC
 Alternate ID:

Search for Similiar
 Sale Properties



Parcel Value

Assessed Value
 1,043,100



Owner of Record

22 CONCORD ST LLC



Ownership History

Owner Name	Book/Page	Sale Date	Sale Price
22 CONCORD ST LLC	7808/1633	2/15/2007	661
KEEFE, CASEY	7353/1677	9/10/2004	121
KC REALTY TRUST	6283/1556	8/28/2000	
KEEFE, FREDERICK R	5715/1594	5/1/1996	241
EAGER, CLIFFORD L			



Land Use

Land Use Code	Land Use Description
0322	STORE/SHOP



Land Information

Size
 0.09 AC



Construction Detail

Item	Value
STYLE	Store/Apt
Stories:	4

15

Occupancy	28
Exterior Wall 1	Brick/Masonry
Roof Structure	Flat
Roof Cover	Tar & Gravel
Interior Wall 1	Plastered
Interior Wall 2	Drywall/Sheet
Interior Floor 1	Vinyl/Asphalt
Heating Fuel	Oil
Heating Type	Steam
AC Type	None
Total Bedrms	00
Total Baths	0
1st Floor Use:	0322
Heat/AC	NONE
Frame Type	STEEL
Baths/Plumbing	AVERAGE
Ceiling/Wall	SUS-CEIL & WL
Rooms/Prtns	AVERAGE
Wall Height	10



Building Information

Item	Value
Living Area	14,014 square feet
Year Built	1895
Replacement Cost Less Depreciation	856,100



Outbuildings

Code	Description	Units
No Outbuildings		

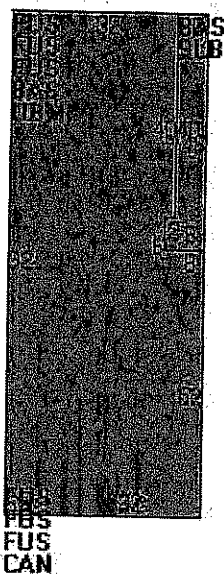


Extra Features

Code	Description	Units
SPR1	SPRINKLERS-WET	17468 S.F.



Building Sketch



Subarea Summary

Code	Description	Gross Area	Living Area
BAS	First Floor	3706	3706
CAN	Canopy	18	0
FUS	Upper Story, Finished	10308	10308
SLB	Slab	288	0
UBM	Basement, Unfinished	3418	0
Total		17738	14014

Online Database for Manchester, NH Powered by Vision Appraisal Technology

15

City of Manchester New Hampshire

In the year Two Thousand and Seven

AN ORDINANCE

"Amending the Zoning Ordinance of the City of Manchester by extending the Neighborhood Business District (B-1) into an area currently zoned Urban Multifamily District (R-3), being a portion of Tax Map 178, Lot 12 with an address of 438 Dubuque Street and abutting Amory Street. A majority of the property is currently zoned R-3 and the petition would extend the B-1 to include the entire lot."

BE IT ORDAINED, By the Board of Mayor and Aldermen of the City of Manchester, as follows:

SECTION 1. Amending the Zoning Ordinance of the City of Manchester by extending the Neighborhood Business District (B-1) into an area currently zoned Urban Multifamily District (R-3), being a portion of Tax Map 178, Lot 12 with an address of 438 Dubuque Street and abutting Amory Street. A majority of the property is currently zoned R-3 and the petition would extend the B-1 to include the entire lot, and being more particularly bounded and described as follows:

Beginning at a point on the zone boundary line between the B-1 (Neighborhood Business) zone district and the R-3 (Urban Multifamily) zone district, prior to this amendment, said point being approximately 62 ft. northerly of the intersection of Dubuque Street and Amory Street, prior to this amendment;

Thence, westerly along the zone boundary line between the B-1 (Neighborhood Business) zone district and the R-3 (Urban Multifamily) zone district, prior to this amendment for a distance of approximately 100 ft. to a point,

Thence, northerly along the property line of TM 178, Lot 12 with Rimmon Street East Back for a distance of approximately 105 ft. to a point;

Thence, easterly along the property line of TM 178, Lot 12 and TM 178, Lot 13 for a distance of approximately 100 ft. to a point;

Thence, southerly along the property line of TM 178, Lot 12 for a distance of approximately 105 ft. to a point, said point also being the point of beginning.

Said description to include a portion of TM 178, Lot 12, consisting of approximately 10,500 square feet of land to be rezoned from R-3 (Urban Multifamily) to B-1 (Neighborhood Business) zone district, after this amendment.

SECTION II. Resolve this ordinance shall take effect upon passage.



SNHPC

Southern New Hampshire Planning Commission

438 Dubuque Street, Manchester, NH 03102-3546, Telephone (603) 669-4664 Fax (603) 669-4350
MANCHESTER CITY CLERK
www.snhpc.org

May 15, 2007

MAY
07 17 A9:20

IN BOARD OF MAYOR & ALDERMEN

DATE: July 10, 2007

ON MOTION OF AID. O'Neil

SECONDED BY AID. Pinard

to refer to the Cmte. on Bills
VOTED TO on Second Reading and to Public
Hearing.

Leo R. Bernier
CITY CLERK

Mr. Leo R. Bernier, Clerk
City of Manchester
One City Hall Plaza
Manchester, NH 03101

Re: Southern New Hampshire Planning Commission
438 Dubuque Street, Manchester, New Hampshire

Dear Mr. Bernier:

The Southern New Hampshire Planning Commission currently occupies the building at 438 Dubuque Street on the city's west side (the former Rimmon School). Currently, our property is bisected by two different zoning classifications; B-1 paralleling Amory Street and R-3 for the northern portion.

When the Commission originally renovated and occupied the building in 1995, we applied for and were granted a Variance and a Special Exception to permit professional offices in a residential zone (Case No. 147-ZO-95).

As the Commission plans for its future use of the building, we would like to request that the entire property be included in the B-1 zone. This would allow the currently permitted use as professional offices to continue without the necessity of requesting variances in the future, but would remain consistent with the previously granted exceptions.

I enclosed our check in the amount of \$300.00 to cover the filing fee for the proposed zoning amendment and plot plan showing the zoning.

Thank you for your attention to this matter. Please contact me directly if you have any questions or require additional information in this regard.

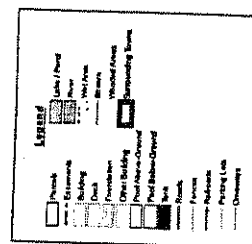
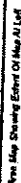
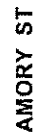
Sincerely,

SOUTHERN NEW HAMPSHIRE
PLANNING COMMISSION

David J. Preece, AICP
Executive Director

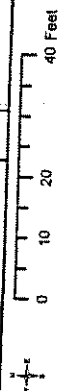
DJP/rjk

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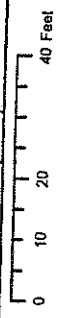
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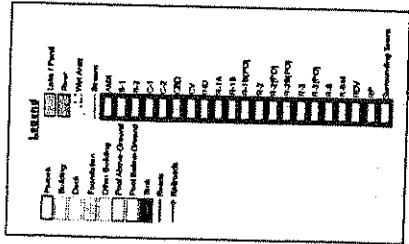
City of Manchester, New Hampshire - CityGIS Map Print

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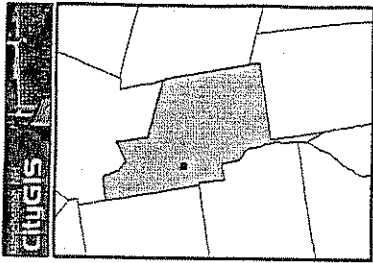
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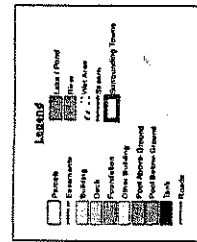


Area Map Showing Extent Of Map At Last

Citygis

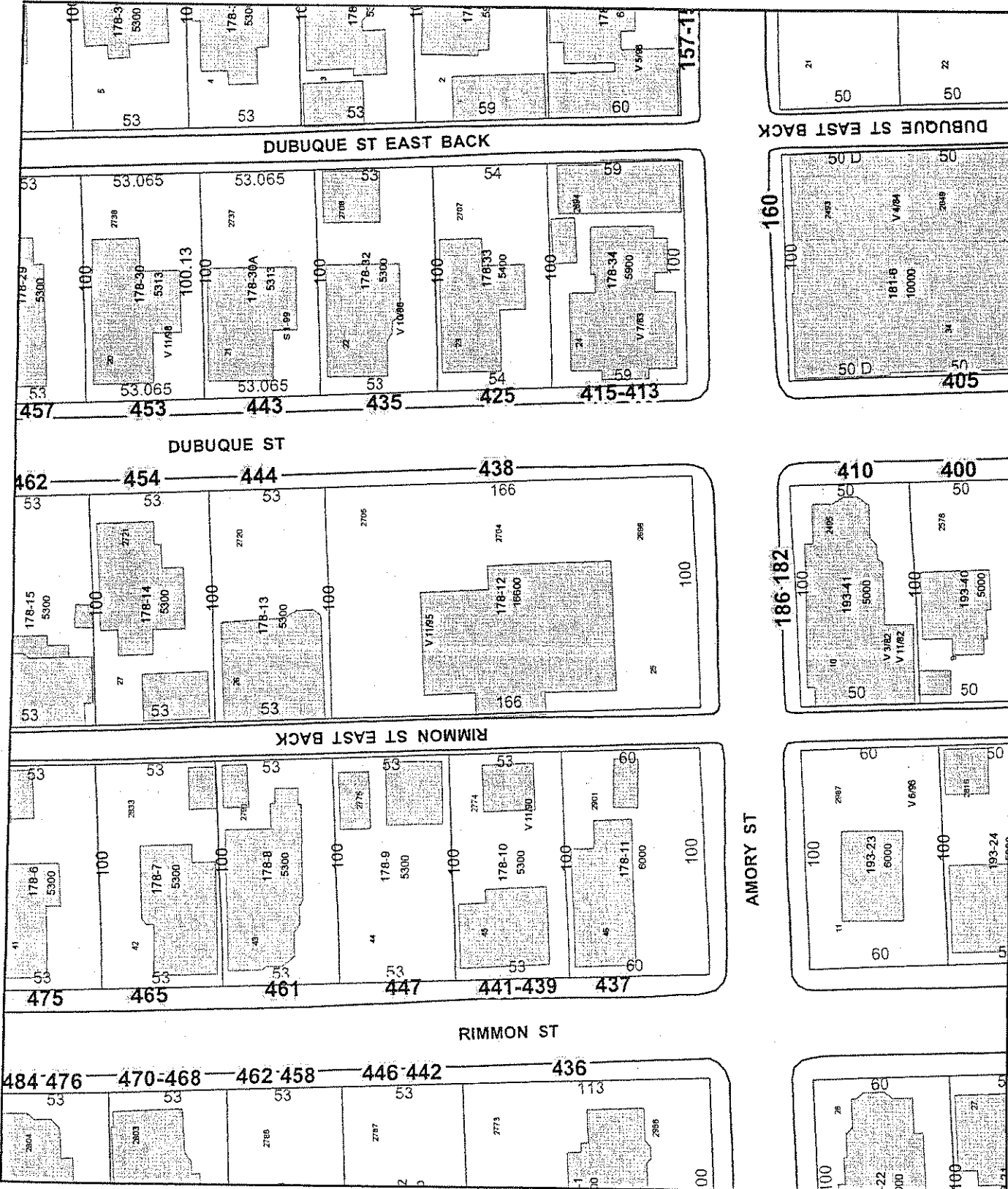


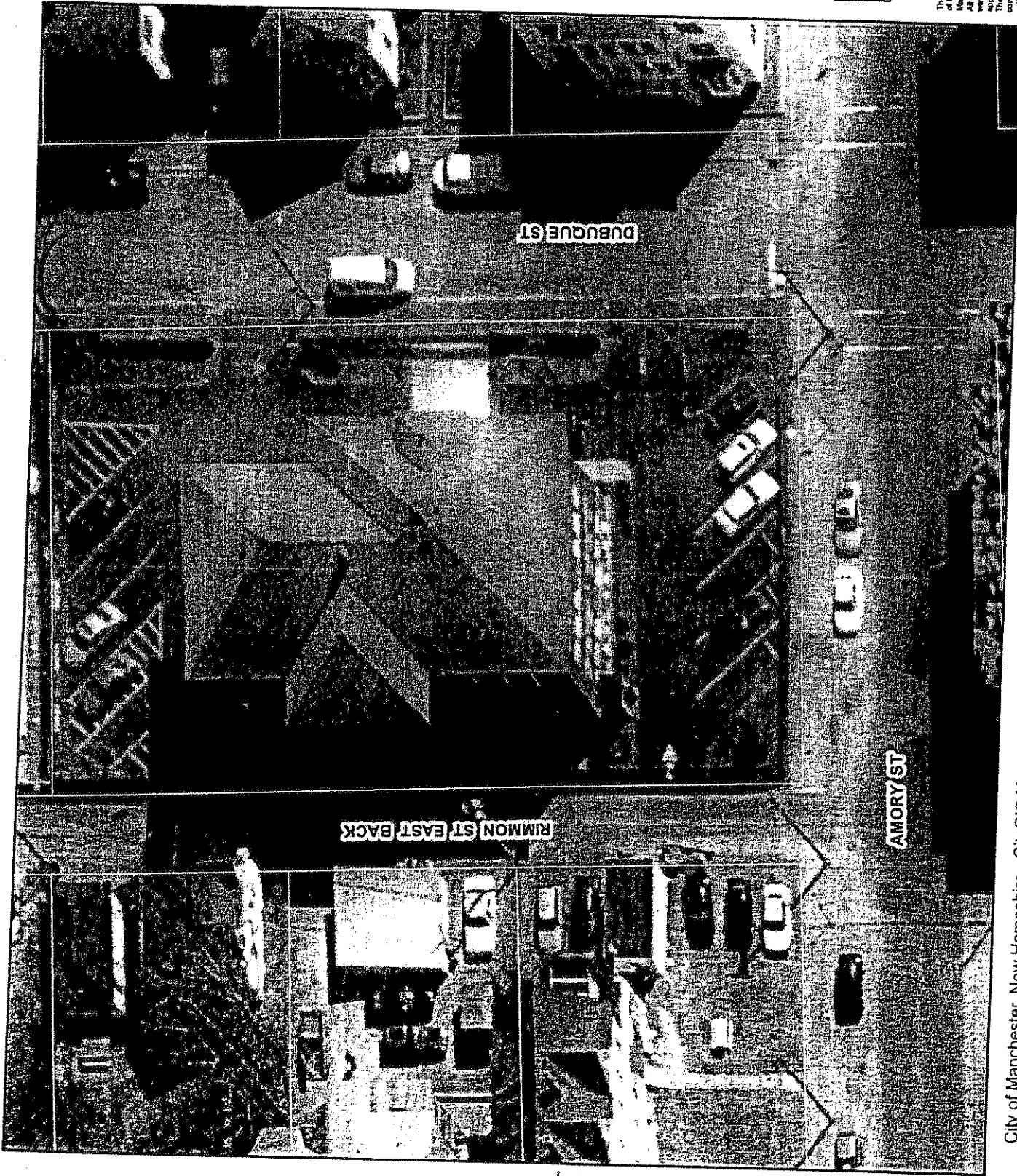
Aerial Map Showing Extent Of Map At Left



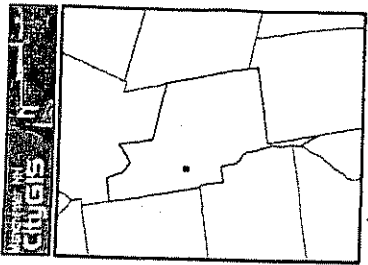
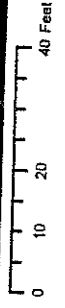
DISCLAIMER

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City of Manchester, New Hampshire - CityGIS Map Print



Aerial Map Showing Street Center Line Map Data



DISCLAIMER

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Robert S. MacKenzie, AICP
Director

CITY OF MANCHESTER

Planning and Community Development

Planning
Community Improvement Program
Growth Management



Staff to:
Planning Board
Heritage Commission
Millyard Design Review Committee

June 26, 2007

Mr. Leo Bernier, City Clerk
City of Manchester
One City Hall Plaza
Manchester, NH 03101

Re: *Technical Report, Rezoning Petition, 438 Dubuque Street*

Dear Mr. Bernier:

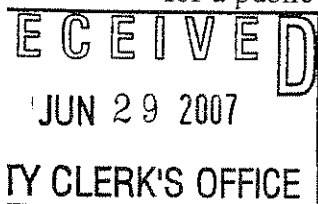
In accordance with the policy on rezoning requests, the following information is provided in consideration of a rezoning request filed by David Preece, Executive Director of the Southern New Hampshire Planning Commission, for the Commission's property at 438 Dubuque Street. The subject property is located on the northerly side of Amory Street, abutting Dubuque Street to the east, Rimmon Street East Back to the west, and a multi-family building to the north.

Currently, the property is split-zoned, with the southerly portion of the lot zoned *B-1, Neighborhood Business*, and the northerly portion of the lot zoned *R-3 Residential*. The applicant is requesting that the entire lot be zoned *B-1*.

The parcel is approximately 16,600 SF. The property has been home to the offices of the regional planning commission since 1995, after special exceptions and variances were secured by the ZBA. While properties that are bisected by different zoning district boundaries have specific issues to contend with to satisfy zoning regulations, properties in which the zoning district boundary also bisects the building have additional issues. Such is the case with this particular property.

Prior to 2001, the year the Zoning Ordinance and map were revised, the entire parcel at 438 Dubuque Street was zoned *B-1*. Staff is not certain why the map was changed in 2001, resulting in the split-zone.

From a technical perspective, the petition to rezone the rear portion of the parcel at 438 Dubuque Street from *R-3* to *B-1* may be forwarded to the Board of Mayor and Aldermen for a public hearing. Consistent with the policy for rezoning petitions, I am forwarding a



One City Hall Plaza, Manchester, New Hampshire 03101
Phone: (603) 624-6450 Fax: (603) 624-6529
E-mail: planning@ManchesterNH.gov
www.ManchesterNH.gov

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copy of this report and petition to the Planning Board, the Building Department and the Office of the City Solicitor for their comment.

The Planning Director or I will be available to answer any questions that the Board may have.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Pamela H. Goucher', with a long, sweeping horizontal line extending to the right.

Pamela H. Goucher, AICP
Deputy Planning Director

C: Planning Board
Building Department
Office of the City Solicitor

Planning Department Technical Review Map

RIMMON ST.

DUBUQUE ST.

R-3

Subject
Property
438 Dubuque St.
TM 178, Lot 12

100'

166'

B-1

AMORY ST.

R-3

This map was prepared by the City of Manchester Planning & Community Development Department (D. Beauchesne) on June 25, 2007.

////// Rezone from R-3 to B-1

0 10 20 40 60 80 Feet



16

Planning Department Technical Review Map

RIMMON ST.

DUBUQUE ST.

R-3

Subject
Property
438 Dubuque St.
TM 178, Lot 12

B-1

AMORY ST.

R-3

This map was prepared by the City of Manchester Planning & Community Development Department (D. Beauchesne) on June 25, 2007.

Rezone from R-3 to B-1

0 10 20 40 60 80 Feet



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City of Manchester, NH - CityGIS Parcel Selection List

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Map Lot	Location Address	Owner Name	Owner Address	Owner City	State	Zip Code	Sale Date	Sale Price	Book/Page	Land Area (sq ft)	Living Area (sq ft)	Total Valuation (as of 2006 Revaluation)
178-10	441 RIMMON ST	RICE, ALAN	PO BOX 1773	MANCHESTER	NH	03105	Jun 29, 2005	321900	7492/2646	5300	2952	277400
178-11	437 RIMMON ST	REID, DAVID	PO BOX 4922	MANCHESTER	NH	03108	Mar 10, 2003	0	6876/1378	6000	3300	292800
178-12	438 DUBUQUE ST	SOUTHERN NH PLANNING COMM	438 DUBUQUE ST	MANCHESTER	NH	03102	Dec 29, 1995	10000	5683/1939	16599	0	1069200
178-13	444 DUBUQUE ST	FERRAGAMO, DOMENICO	32 BRISTOL AVE	SWAMPSCOTT	MA	01907	Jun 25, 2004	345000	7267/1693	5300	4989	369000
178-30A	443 DUBUQUE ST	WINSTON, ARTHUR J	136 KENDALL POND RD	WINDHAM	NH	03087	Aug 28, 2001	200000	6480/459	5313	3508	300800
178-32	435 DUBUQUE ST	LAROCHELLE, STEVEN M	435 DUBUQUE ST	MANCHESTER	NH	03102	Jan 17, 2003	295000	6817/1211	5300	3224	294900
178-33	425 DUBUQUE ST	BERNARD, WILLIAM G	20 W ROSEDALE AVE	MANCHESTER	NH	03103	Apr 28, 2000	140500	6234/1980	5399	3745	312700
178-34	413 DUBUQUE ST	METHOT, YVONNE M	% DENNIS METHOT	MANCHESTER	NH	03102	Jul 20, 2004	0		5901	0	510800
178-8	461 RIMMON ST	LAVIGNE, NANCY M	40 SHERMAN DR	RAYMOND	NH	03077	Dec 05, 2005	805000	7600/2394	5300	5262	377500
178-9	447 RIMMON ST	GATO, CENON	447 RIMMON ST	MANCHESTER	NH	03102	Oct 29, 2004	187900	7349/1658	5300	1076	187700
181-6	160 AMORY ST	160 AMORY LLC	683 PINE ST	MANCHESTER	NH	03103	Nov 21, 2003	605000	7124/1351	9999	0	718000
193-23	415 RIMMON ST	SHRESTHA, DHURBA	94 FISHERVILLE RD #10	CONCORD	NH	03303	Jul 28, 2004	276900	7290/1848	6000	2080	287700
193-41	410 DUBUQUE ST	KAPGOOD DUBUQUE LLC	7 COLBY CT #7-140	BEDFORD	NH	03110	Mar 06, 2006	475000	7640/156	5000	8739	492800

6

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Public Safety, Health and Traffic respectfully recommends, after due and careful consideration, that ordinance amendment relating to dog fouling penalties ought to pass and layover.

At a meeting of the Board of Mayor and Aldermen
held Sept. 4, 2007 on a motion of Ald. Osborne
duly seconded by Ald. Roy the report
of the Committee was accepted and its recommendations
(adopted) ~~(denied)~~



City Clerk
Hearty

Respectfully submitted,


Clerk of Committee

City of Manchester New Hampshire

In the year Two Thousand and Seven

AN ORDINANCE

An Ordinance amending the Ordinances of the City of Manchester relating to dog fouling by amending section 38.06 by deleting the fines related to Code Section 90.04 and replacing them with the following new fines:

BE IT ORDAINED, By the Board of Mayor and Aldermen of the City of Manchester, as follows:

Amending Section 38.06 as follows:

Code Section	First Offense	Second Offense	Third Offense
90.04	\$100.	\$200.	Court Appearance

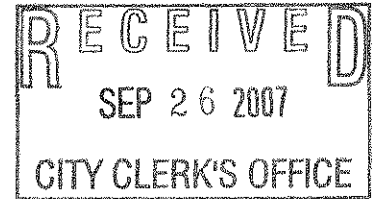
This ordinance shall be effective upon passage.

16



**City of Manchester
Office of the Independent City Auditor**

One City Hall Plaza, West Wing
Manchester, New Hampshire 03101
Phone: (603) 624-6523
Fax: (603) 624-6528



September 26, 2007

Board of Mayor and Aldermen
C/o Mr. Leo Bernier
City Clerk
One City Hall Plaza
Manchester, NH 03101

Dear Honorable Mayor and Aldermen,

At the August 7, 2007 meeting of the Special Committee on Riverfront Activities and Baseball requested that an audit of the entire river front development project be conducted by an independent auditor. My office was charged with selecting the auditor. At the time I had been on vacation but on my return I did some research on the issues surrounding the request.

As I have been led to understand the question has arisen over whether or not the entire amount of the costs to construct the stadium has been paid by the developers and taxes derived from the development at the site or whether some of the expense had been financed by the tax rate.

I started my research by preparing a schedule of all bond payments related to the project. Next I scheduled out all the minimum payments received by the date received. I also scheduled out all taxes received from property on the project and finally the make whole payments received from the letters of credit. All financial information derived from the HTE General Ledger system and was traced to source documents.

Next I examined the schedule used to calculate the make whole payments per the former Deputy Finance Officer and the schedule presented by the current Finance Officer. Financial information used in these two schedules was then compared to the schedule I developed.

It became apparent that both schedules were using exactly the same financial information but was using it in different ways. The differences result from how you determine which year to put which number into on the schedule. This is compounded by the fact that three different years are used. First there is the traditional calendar year, the City's fiscal year and the City's tax year.

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From the point of view of the former Deputy Finance Officer in order to determine the make whole payment all other expenditures and revenue payments have to be made before the calculation for the make whole can be made. There was also a agreement made with the parties involved as to when certain payments are to be made in order to match the timing of the payment to periods of high cash flow. The payments for the make whole portion was changed at one point in order to help the property owners more closely match cash flows. This put payment of the make whole amount a few months further into the next year. Because the department has to wait until all the other revenue sources are in prior to calculating the make whole amount the booking of the payable does not occur until the following tax year. This is where the problem comes from.

The question asked of the current Finance Officer was: is tax revenue being used to finance the project? From that perspective he looked at the timing of payments in relation to the calculation of the tax rate. Because the make whole calculation is not completed until the following tax year every year the tax rate is set without the benefit of the entire make whole payment. If looked at in this way then the financing of the project has affected the tax rate negatively.

If the question is have the project cash flows reimbursed 100% of the project cost then the answer would also be yes they have up to the current date. If the project were to obtain its development goals then eventually both the effect on the tax rate would net to zero and repayment of costs would be 100%. This would occur during the year that taxes from development equal the bond payments.

In addition to this the proceeds from the sale of the land was put into a one-time special account and will be used to fund projects that would otherwise have required an increase in taxes and have not been figured into the analysis. During the most recent budget proceeds from this account were used to lower the tax rate and should also be considered.

Based on my analysis I do not feel that an audit will give you any further information or confidence and would be an unwise use of city funds. At the most I would suggest we ask for an agreed upon procedures analysis. This would be much less in scope then an audit and as such would be less costly. If we choose to go this route I would suggest that the scope of the engagement be narrowly defined. Specific questions could be developed that the audit team would need to answer such as: Has the payment of project costs resulted in an increase in the tax rate? Even at that I feel that you would get very little additional value from such an examination. Many of the issues are contract and legal issues that would fall outside of a financial examination.

I ask the Committee to consider this analysis and advise me on how it would like to proceed.

Respectfully Submitted,



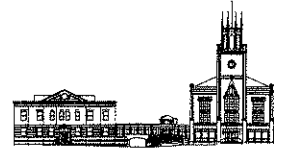
Kevin M. Buckley CPA
Independent City Auditor



CITY OF MANCHESTER

Human Resources Department

One City Hall Plaza
Manchester, New Hampshire 03101
Tel: (603) 624-6543 (V/TTY) • Fax: (603) 628-6065
www.ManchesterNH.gov



September 21, 2007

Mayor Guinta and the Board of Aldermen
City of Manchester
One City Hall Plaza
Manchester, New Hampshire 03101

Re: Health Insurance Update

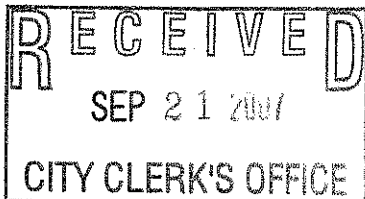
To the Honorable Mayor and Board of Aldermen:

I would like to take this opportunity to update you regarding our transition to CIGNA health insurance.

As you know, a representative from CIGNA spent the day here in Human Resources on Wednesday, September 12, 2007. Seventeen (17) employees and one Alderman met with Michelle, our representative. The questions/issues were:

- 5 Medical/Benefit questions
- 4 Pharmacy questions
- 5 Requests for fitness reimbursement forms
- 2 Questions re HB790
- 1 Claim problem
- 1 Contact information
- 1 Vision benefit/claim – claim form needed

All but one issue was resolved to the satisfaction of all concerned. The remaining issue is due to the employee going out of network for a service. If an employee/dependent chooses to go out of network, he/she pays the first \$500 cumulatively. After that, the health insurance (both Anthem and CIGNA) reimburses the employee/dependent 100% of the balance based upon the usual and customary rates. In this instance, CIGNA's usual and customary rate is less than Anthem's. However, in other instances, CIGNA's usual and customary rates are higher than Anthem's. The employee has the choice of going out of network or going in network. If he/she were to go in network, he/she would have the service paid in full.



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I would also like to give you additional information that is not covered in the above information. To date, meaning from the beginning of July until today, we received a total of 67 telephone or emails with problems or issues. Thirty two (32) contacts were from active employees or retired employees under the age of 65. Thirty five (35) of the contacts were from the retirees over 65.

The issues/problems for the under 65 were as follows:

- 3 Medical
- 6 Pharmacy
- 7 Providers did not submit properly or had submitted their claim to Anthem rather than CIGNA, provider needed to do preauthorization
- 1 Vision
- 10 Miscellaneous – ie wrong spelling of name, provider signing up, ID cards were not issued, thought they needed a new PCP, newborn needed an ID card, etc. etc.
- 3 Dependent child under 25 and in college needed to be covered
- 2 Out of network complaints

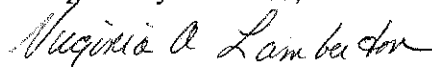
The issues/problems for the over 65 were as follows:

- 1 Medical
- 29 Pharmacy – All of these problems were related to the deductible that is paid by the retiree. Year to date payments that were made while covered by Anthem were delayed due to the normal course of processing information.
- 2 Provider
- 3 Miscellaneous

Things have calmed down now and we are receiving the usual number of calls a week as we did while we had Anthem. There are always issues/problems with health insurance as well as with dental insurance. That is why we are here to provide immediate assistance to our employees and retirees. Most often, we have the problem resolved within an hour or so of when the problem is brought to our attention. This is also a good way for me to make sure that who ever the insurance company is, that they are providing the services they promised to provide. A litmus test so to speak.

I hope you have found this information informative. If I can answer any of your questions, I would be happy to do so.

Respectfully submitted,



Virginia A. Lamberton
Human Resources Director



CITY OF MANCHESTER

Human Resources Department

One City Hall Plaza
Manchester, New Hampshire 03101
Tel: (603) 624-6543 (V/TTY) • Fax: (603) 628-6065
www.ManchesterNH.gov



September 17, 2007

Mayor Frank Guinta and the Board of Aldermen
City of Manchester
One City Hall Plaza
Manchester, New Hampshire 03101

Re: Bright Ideas Award

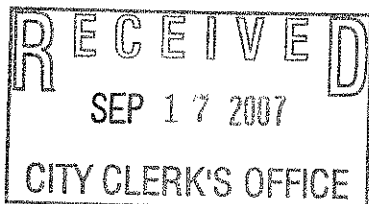
To the Honorable Mayor Guinta and Board of Aldermen:

The City adopted a Bright Ideas Program several years ago. The program has two components. The first component is for employees to make suggestions that will improve one or more of the following: Economy, efficiency, effectiveness or safety of City operations. The second component is for extraordinary service. An award may be given to an employee who does something that far exceeds the normal expectations of his/her position. All suggestions are sent to an Evaluation Committee for review and consideration of an award. The Evaluation Committee has determined that Colleen Driscoll, Payroll Coordinator, Police Department, should receive an award for making an economical suggestion.

Ms. Driscoll's suggestion is the following:

When new Police Officers are hired and they are sent to Police Standards and Training to become Certified Police Officers, they work a schedule of Monday to Friday. As such, when there is a holiday, they are given the day off with pay. However, they are paid again for the same holiday when the permanent Police Officers who are on a rotating schedule receive holiday pay. These payments are made in June and December. This means that the probationary Police Officers are being paid twice for the same holidays. Ms. Driscoll suggests that this double payment stop to save the City money.

The actual amount of savings will vary dependent upon the number of Police Officers that are hired in any given year. However, this year there were eleven new Officers hired and by not paying them twice for the same holidays, the Police Department will save \$8,800.



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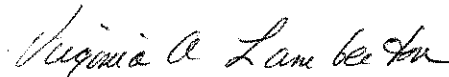
September 17, 2007

The Evaluation Committee as well as Chief Jaskolka agree with this proposal. Therefore, the Committee is recommending an award of \$500 to Ms. Driscoll.

The Policy requires that the Mayor and Board of Aldermen approve of this award. Therefore, on behalf of the Quality Council and the Evaluation Committee, I am requesting your approval of this award. Pursuant to the Bright Ideas Policy, if approved, the funds to make this payment will be taken from contingency funds. A check will be issued from the Police Department. Upon approval of the Mayor and Board of Aldermen, a transfer will be made to the Police Department to reimburse the Department for the \$500 award.

Thank you for your consideration.

Respectfully submitted,



Virginia A. Lamberton
For the Quality Council

Cc: Chief Jaskolka
Bill Sanders, Finance Officer
Colleen Driscoll
Quality Council



City of Manchester New Hampshire

In the year Two Thousand and Seven

AN ORDINANCE

"Amending the Zoning Ordinance of the City of Manchester by extending the Neighborhood Business District (B-1) into an area currently zoned Urban Multifamily District (R-3), being a portion of Tax Map 178, Lot 12 with an address of 438 Dubuque Street and abutting Amory Street. A majority of the property is currently zoned R-3 and the petition would extend the B-1 to include the entire lot."

BE IT ORDAINED, By the Board of Mayor and Aldermen of the City of Manchester, as follows:

SECTION 1. Amending the Zoning Ordinance of the City of Manchester by extending the Neighborhood Business District (B-1) into an area currently zoned Urban Multifamily District (R-3), being a portion of Tax Map 178, Lot 12 with an address of 438 Dubuque Street and abutting Amory Street. A majority of the property is currently zoned R-3 and the petition would extend the B-1 to include the entire lot, and being more particularly bounded and described as follows:

Beginning at a point on the zone boundary line between the B-1 (Neighborhood Business) zone district and the R-3 (Urban Multifamily) zone district, prior to this amendment, said point being approximately 62 ft. northerly of the intersection of Dubuque Street and Amory Street, prior to this amendment;

Thence, westerly along the zone boundary line between the B-1 (Neighborhood Business) zone district and the R-3 (Urban Multifamily) zone district, prior to this amendment for a distance of approximately 100 ft. to a point,

Thence, northerly along the property line of TM 178, Lot 12 with Rimmon Street East Back for a distance of approximately 105 ft. to a point;

Thence, easterly along the property line of TM 178, Lot 12 and TM 178, Lot 13 for a distance of approximately 100 ft. to a point;

Thence, southerly along the property line of TM 178, Lot 12 for a distance of approximately 105 ft. to a point, said point also being the point of beginning.

Said description to include a portion of TM 178, Lot 12, consisting of approximately 10,500 square feet of land to be rezoned from R-3 (Urban Multifamily) to B-1 (Neighborhood Business) zone district, after this amendment.

SECTION II. Resolve this ordinance shall take effect upon passage.

City of Manchester New Hampshire

In the year Two Thousand and Seven

AN ORDINANCE

An Ordinance amending the Ordinances of the City of Manchester relating to dog fouling by amending section 38.06 by deleting the fines related to Code Section 90.04 and replacing them with the following new fines:

BE IT ORDAINED, By the Board of Mayor and Aldermen of the City of Manchester, as follows:

Amending Section 38.06 as follows:

Code Section	First Offense	Second Offense	Third Offense
90.04	\$100.	\$200.	Court Appearance

This ordinance shall be effective upon passage.

City of Manchester New Hampshire

In the year Two Thousand and Seven

A RESOLUTION

“Amending the FY2001 and FY2003 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of Two Hundred Fifty Thousand Dollars (\$250,000) for the 2001 CIP 740001 CSO Abatement Projects.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2001 and 2003 CIP as contained in the 2001 and 2003 CIP budget; and

WHEREAS, Table 5 contains all sources of Enterprise, Fees and Other Dedicated Sources funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to transfer existing funds in the amount of \$250,000 to continue the CSO Abatement project;

NOW, THEREFORE, be it resolved that the 2001 and 2003 CIP be amended as follows:

By decreasing:

FY2003 CIP 710203 – CSO Projects - \$250,000 - Enterprise

From \$7,989,418.74 (\$3,430,000 Enterprise; \$3,500,000 Federal; and \$159,418.74 FEMA/State) to \$6,839,418.74 (\$3,180,000 Enterprise; \$3,500,000 Other; & \$159,418.74 FEMA/State)

By increasing:

FY2001 CIP 740001 – CSO Abatement Project - \$250,000 – Enterprise

(From \$16,990,000 Enterprise to \$17,240,000 Enterprise)

Resolved, that this Resolution shall take effect upon its passage.

24

City of Manchester New Hampshire

In the year Two Thousand and Seven

A RESOLUTION

“Amending the FY 2007 Community Improvement Program, authorizing and appropriating funds in the amount of Twenty Five Thousand Dollars (\$25,000) for the FY2007 CIP 210007 HIV Counseling & Testing.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2007 CIP as contained in the 2007 CIP budget; and

WHEREAS, Table 1 contains all sources of State, Federal and Other funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to accept additional grant funds from the State of New Hampshire Department of Health and Human Services to implement HIV counseling and testing services in Manchester;

NOW, THEREFORE, be it resolved that the 2007 CIP be amended as follows:

By increasing:

FY2007 CIP 210007 – HIV Counseling & Testing - \$25,000 State
(from \$30,000 to \$55,000)

Resolved, that this Resolution shall take effect upon its passage.

City of Manchester New Hampshire

In the year Two Thousand and Seven

A RESOLUTION

“Amending the FY2008 Community Improvement Program, authorizing and appropriating funds in the amount of Twenty Seven Thousand Six Hundred Sixty Six Dollars (\$27,666) for the 2008 CIP 213908 Manchester Multi-Lingual Asthma Education and Outreach Program.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2008 CIP as contained in the 2008 CIP budget; and

WHEREAS, Table 1 contains all sources of Federal, State and Other funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen desires to accept funding in the amount of \$27,666 from the United States Environmental Protection Agency for the implementation of the Manchester Multi-Lingual Asthma Education and Outreach Program;

NOW, THEREFORE, be it resolved that the 2008 CIP be amended as follows:

By adding:

FY2008 CIP 213908 – Manchester Multi-Lingual Asthma Education and Outreach Program - \$27,666 Federal

Resolved, that this Resolution shall take effect upon its passage.

City of Manchester New Hampshire

In the year Two Thousand and Seven

A RESOLUTION

“Amending the FY 2008 Community Improvement Program, authorizing and appropriating funds in the amount of Ten Thousand Dollars (\$10,000) for the FY2008 CIP 411708 Firesafe Intervention Program.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2008 CIP as contained in the 2008 CIP budget; and

WHEREAS, Table 1 contains all sources of State, Federal and Other funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to accept grant funds in the amount of \$10,000 from the State of New Hampshire Division for Children, Youth and Families to provide fire safety training to educators;

NOW, THEREFORE, be it resolved that the 2008 CIP be amended as follows:

By adding:

FY2008 CIP 411708 -- Firesafe Intervention Program - \$10,000 State

Resolved, that this Resolution shall take effect upon its passage.

City of Manchester New Hampshire

In the year Two Thousand and Seven

A RESOLUTION

“Amending the FY2008 Community Improvement Program, authorizing and appropriating funds in the amount of Twenty Thousand Dollars (\$20,000) for the 2008 CIP 511808 Recreational Improvements Fund Project.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2008 CIP as contained in the 2008 CIP budget; and

WHEREAS, Table 1 contains all sources of State, Federal and Other funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen desires to continue with a program for the carrying out of minor park improvements funded through revenues generated from vending machines located in City Recreational Facilities;

NOW, THEREFORE, be it resolved that the 2008 CIP be amended as follows:

By adding:

FY2008 CIP 511808 – Recreational Improvements Fund Project - \$20,000 Other

Resolved, that this Resolution shall take effect upon its passage.

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Bills on Second Reading respectfully recommends, after due and careful consideration, that Ordinance:

“Amending the Zoning Ordinance of the City of Manchester by extending the B-2 (General Business) zoning district to include property currently zoned IND (Industrial) located on the south side of Gold Street east of the former Lawrence Branch of the B&M Railroad and including the following three lots Tax Map 875-14, 875-15, 875-16.

ought to pass.

(Aldermen Duval, Lopez, Garrity, and Pinard recorded in favor; Alderman Gatsas opposed)

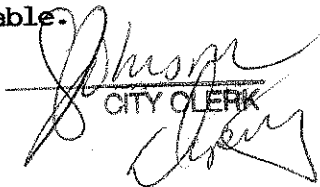
IN BOARD OF MAYOR & ALDERMEN

DATE: September 5, 2006

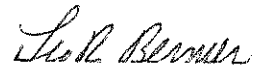
ON MOTION OF ALD. Garrity

SECONDED BY ALD. Smith

VOTED TO table.


CITY CLERK

Respectfully submitted,



Clerk of Committee

City of Manchester New Hampshire

In the year Two Thousand and Six

AN ORDINANCE

"Amending the Zoning Ordinance of the City of Manchester by extending the B-2 (General Business) zoning district to include property currently zoned IND (Industrial) located on the south side of Gold Street east of the former Lawrence Branch of the B&M Railroad and including the following three lots Tax Map 875-14, 875-15, and 875-16."

BE IT ORDAINED, By the Board of Mayor and Aldermen of the City of Manchester, as follows:

SECTION 1. "Amending the Zoning Ordinance of the City of Manchester by extending the B-2 (General Business) zoning district to include property currently zoned IND (General Industrial/Industrial Park) located on Gold Street including Tax Map 875, Lots 14, 15, and 16, and being more particularly bounded and described as follows:

Beginning at a point on the centerline of the intersection of Gold Street and John E. Devine Drive extended, said point being on the zone boundary line of the B-2 (General Business) zone district and the IND (General Industrial/Industrial Park) zone district, prior to this amendment;

Thence, easterly along the centerline of Gold Street, also being the zone boundary line between the B-2 (General Business) zone district and the IND (General Industrial/Industrial Park) zone district, prior to this amendment, approximately 965 ft. to a point;

Thence, southerly along the zone boundary line of the B-2 (General Business) zone district and the IND (General Industrial/Industrial Park) zone district, prior to this amendment, a distance of approximately 570 ft. to a point;

Thence, southwesterly along the zone boundary line of the B-2 (General Business) zone district and the IND (General Industrial/Industrial Park) zone district, prior to this amendment, a distance of approximately 1,075 ft. to a point;

Thence, northwesterly generally along the centerline of the former Lawrence Branch of the Boston and Maine Railroad, a distance of approximately 1,090 ft. to a point, said point being the zone boundary line of the R-1B (Residential One-Family) zone district and the IND (General Industrial/Industrial Park) zone district, prior to this amendment;

Thence, easterly along the centerline of Gold Street, also being the new zone boundary line between the B-2 (General Business) zone district and the IND (General Industrial/Industrial Park) zone district, after this amendment, a distance of approximately 515 ft. to a point, said point also being the point of beginning.

Said description to include TM 875, Lot 14, Lot 15, and Lot 16 consisting of approximately 19.43 acres of private land, to be rezoned from IND (General Industrial/Industrial Park) to B-2 (General Business) zone district, after this amendment.

SECTION II. Resolve this ordinance shall take effect upon passage.

25

DEVINE
MILLIMET

ATTORNEYS AT LAW

By Hand Delivery

SUSAN V. DUPREY
603.695.8505
SDUPREY@DEVINEMILLIMET.COM

June 19, 2006

Office of the City Clerk
One City Hall
Manchester, NH 03101-2097

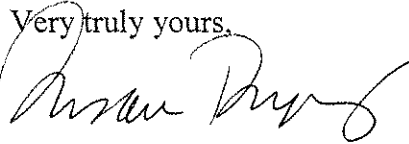
RE: GFI Gold Street, LLC - Petition for Rezoning

Dear Sir or Madam:

Enclosed please find a Petition for rezoning parcels Map 875, Lot 15 and Map 875, Lot 16. Also enclosed is our check in the amount \$300.00. Our office represents GFI, which requests this rezoning.

Please feel free to contact me should you have any questions regarding this matter or if additional information is required. Thank you.

Very truly yours,


Susan V. Duprey

SVD:ml

Enclosures

J:\WDOX\DOCS\CLIENTS\16717\76570\M0875840.DOC

July 11, 2006.
In Board of Mayor and Aldermen.

On motion of Alderman Garrity, duly seconded by Alderman Forest, it was voted to refer the petition for rezoning to a Public Hearing on Monday, August 7, 2006 at 6 PM in the Aldermanic Chambers of City Hall and further to authorize execution of agreements enclosed subject to the review and approval of the City Solicitor.


City Clerk

STATE OF NEW HAMPSHIRE
CITY OF MANCHESTER

GFI GOLD STREET, LLC

PETITION FOR REZONING

NOW COMES the Petitioner, GFI Gold Street, LLC, by and through its attorneys, Devine, Millimet & Branch, Professional Association, and petitions the Board of Mayor and Aldermen of the City of Manchester, in accordance with Article 16 of the City of Manchester Zoning Ordinance, to change the zone of and amend the Zoning Map regarding 2 parcels of land, one of which is located at 725 Gold Street and the other of which is near Gold Street, County of Hillsborough, City of Manchester and identified as Map 875 Lot 15 and Map 875 Lot 16 in the tax records for the City of Manchester. In support thereof, Petitioner states as follows:

1. GFI Gold Street, LLC is the owner of record of that parcel of land located at 725 Street and identified as Map 875 Lot 15 in the tax records of the City of Manchester (Property 1). Property 1 is approximately 15.178 acres in size and was formerly the site of Associated Grocers which has since relocated. Property 1 is currently zoned Industrial.

2. Ashkars Children's Limited Liability Company and John N. Ashkars own a parcel near Gold Street which has no building situate on it and abuts Property 1 which land is identified as Map 875 Lot 16 in the tax records of the City of Manchester ("Property 2"). Property 2 is approximately 36,864 square feet in size and is also zoned Industrial. Property 2 is subject to a purchase agreement in favor of GFI Gold Street, LLC.

3. The Petitioner, GFI Gold Street, LLC, for itself as owner of Property 1 and as agent for the owners of Property 2, seeks to change the zoning classification of Property 1 and Property 2 from Industrial to B-2 in order to locate a retailer on Property 1 and Property 2.

4. A copy of the tax map showing Property 1 and Property 2 as situated in the Industrial Zone and the zoning designations for the surrounding properties is attached is Exhibit A.

5. It is believed that the change of zone will have little impact on the surrounding area in that much of the surrounding area was either zoned B-2, has been rezoned from

Industrial to B-2 or variances have been granted to allow uses permitted in the B-2 zone.

Changing the zone to B-2 will reduce heavy truck traffic in the area as Property 1 is now used as a 24 hour per day trucking terminal. Plans are being prepared to help address and to generally improve conditions on Gold Street.

6. This proposed change will have a substantial positive tax revenue impact for the City of Manchester and will have no effect on the environment as Property 1 is already developed for an industrial use. There will be no impact on municipal services or facilities.

7. The names, addresses, tax map numbers and lot numbers of all abutting property owners and all properties on the opposite side of the street from Property 1 and Property 2 are attached as Exhibit B.

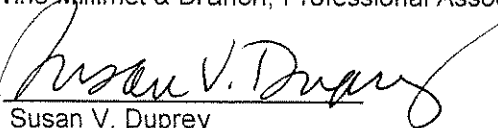
8. A metes and bounds description of Property 1 and Property 2 is attached as Exhibit C.

9. The Petitioner respectfully requests that the Honorable Board of Mayor and Aldermen approve this request to change the zone for Property 1 and Property 2 from Industrial to B-2 and to amend the Zoning Map to reflect this change.

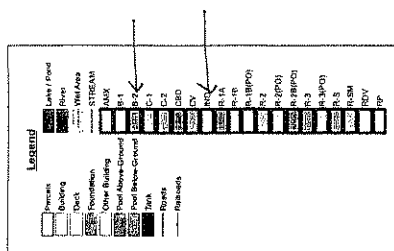
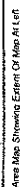
Respectfully submitted,

GFI Gold Street, LLC
By its Attorneys,
Devine Millimet & Branch, Professional Association

By

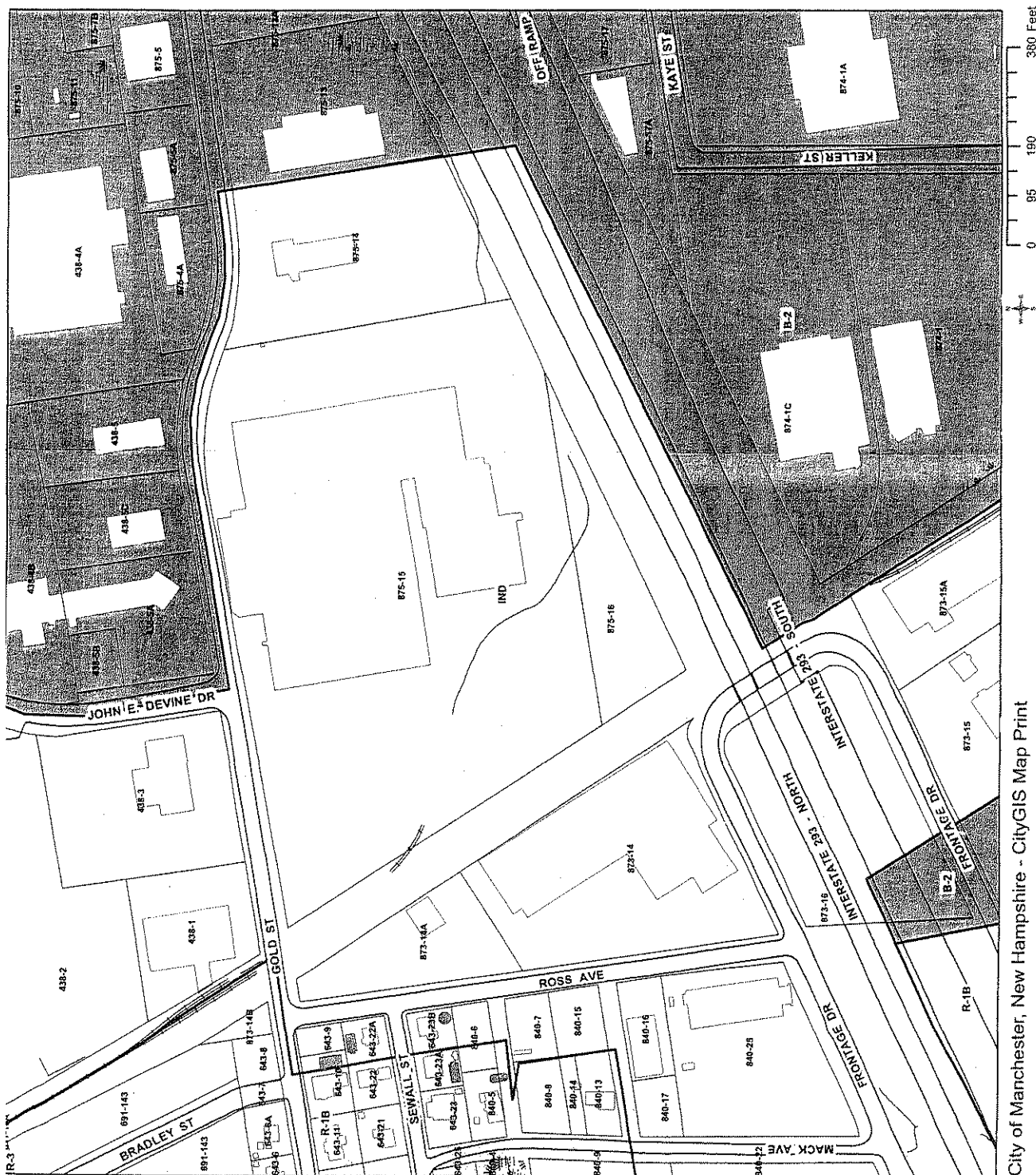

Susan V. Duprey
111 Amherst Street
Manchester, NH 03101
(603) 695-8505

Dated: June 19, 2006



DISCLAIMER

The information appearing on this map is for the convenience of the user and is not an official record of the City of Chester, NH (the "City"). This map is not intended to be used as a legal description. Measurements, right-of-way, etc., appearing on this map should only be considered approximations, and as such have no official or legal value. The City makes no warranties, expressed or implied, concerning the accuracy, completeness, reliability, or suitability of this information for any particular use. The City assumes no liability whatsoever associated with the use or misuse of this information. The official public records from which this map was prepared are the City of Chester Planning and Zoning Commission and State government agencies and departments, and are available for inspection and copying during normal business hours. By using this map, you agree to these terms and conditions.



City of Manchester, New Hampshire - CityGIS Map Print

25

Exhibit C

Legal Description for Lot 875-15, located at 725 Gold Street, Manchester:

A certain tract or parcel of land with the buildings thereon, situate in Manchester, Hillsborough County, State of New Hampshire, being Lot 875-15 on Plan # _____, entitled "ALTA/ACSM Land Title Survey, 725 Gold Street in Manchester, New Hampshire (Hillsborough County), dated December 22, 2005, prepared by BSC Group, more particularly bounded and described as follows:

Beginning at a point on the northeasterly corner of the Lot on the southerly line of Gold Street; thence

1. South $9^{\circ} 17' 43''$ East, a distance of 80.15 feet to a concrete bound found; thence
2. South $09^{\circ} 76' 53''$ East, a distance of 488.15 feet by the westerly side of Lot 875-14; to a an iron pipe at the southeasterly corner of the lot; thence
3. South $64^{\circ} 53' 52''$ West, a distance of 310.73 feet by the northerly line of the Interstate Highway 293 to an iron pipe; thence
4. South $82^{\circ} 28' 33''$ West, a distance of 517.33 feet by the northerly line of Lot 875-16 to an iron pipe at the southeasterly corner of the premises; thence
5. North $32^{\circ} 51' 25''$ West, a distance of 21.90 feet to an iron pipe; thence
6. North $08^{\circ} 01' 16''$ West, a distance of 19.62 feet to an iron pipe; thence
7. North $32^{\circ} 51' 25''$ West, a distance of 714.62 feet by the easterly side of the rail road tracks to an iron pipe at the northwest corner of the premises on the southerly line of Gold Street; thence
8. North $80^{\circ} 33' 28''$ East, a distance of 305.63 feet by the southerly line of Gold Street to an iron pipe; thence
9. North $80^{\circ} 16' 28''$ East, a distance of 586. 18 feet by the southerly line of Gold Street to an iron pipe; thence
10. Curving in a southeasterly direction with a radius of 399.80 feet, along the southerly line of Gold Street, a distance of 230.44 feet to the point of beginning.

Containing 15.178 Acres, more or less.

Legal Description for Lot 875-16, located on Gold Street, Manchester:

A certain Tract or parcel of land, situated in Manchester, bounded and described as follows:

Beginning at a point on the southwest corner of the premises north of the Interstate Highway 293, thence

1. North $32^{\circ} 51' 25''$ West along said Manchester-Lawrence Railroad for a distance of 157.68 feet, more or less to an iron post set at land of Associated Grocers; thence
2. South $82^{\circ} 28'$ East for a distance of 517.33 feet, more or less to the interstate Highway 293; thence
3. South $64^{\circ} 53' 52''$ West for a distance of 471.90, along said Interstate Highway 293 to the point of beginning.

J:\wdox\docs\clients\16717\76570\M0869436.DOC

RECEIVED
MANCHESTER CITY CLERK

Ashkar Children's Trust Limited Liability Company
Mrs. Georgette Ashkar, Managing Member
8160 East Quincy Avenue
Cherry Hills Village, CO 80111
(303) 796-8128

Mr. John Ashkar
29 Fairmount Drive
Danbury, CT 06811
(203) 792-4963
JUN 20 12:21

June 19, 2006

The Board of Mayor and Aldermen
of the City of Manchester
One City Hall
Manchester, NH 03101-2097

Re: Authorization to Pursue Rezoning

To Whom It May Concern:

We, the undersigned, being the owners of the real property sometimes referred to as Map 875, Lot 16, located near Gold Street in Manchester, New Hampshire, hereby grant our authority to GFI Gold Street, LLC, to take any and all actions required or deemed necessary to re-zone the property from "Industrial" to "B 2".

Thank you for your attention to this matter, and if you have any questions please contact our counsel, Susan Perkins of Perkins Ruschena, LLC, at (303) 779-8100.

Sincerely,

Ashkar Children's Trust Limited Liability
Company


By: Georgette Ashkar, Managing Member


By: John Ashkar



CITY OF MANCHESTER

Planning and Community Development

Robert S. MacKenzie, AICP
Director

Planning
Community Improvement Program
Growth Management



Staff to:
Planning Board
Heritage Commission
Millyard Design Review Committee

June 28, 2006

Mr. Leo Bernier, City Clerk
City of Manchester
One City Hall Plaza
Manchester, NH 03101

Re: *Technical Review, Rezoning Petition – Gold Street*

Dear Mr. Bernier:

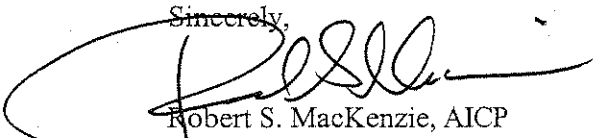
In accordance with the procedures on rezoning requests, the following information is being provided to your office in consideration of a rezoning request filed by the owner of one property and agent for a second property on Gold Street (including two lots: Lot 875-15 and 875-16). The subject parcels are located on the south side of Gold Street east of the former Lawrence Rail Branch. The first property is 15.2 acres currently containing the Associated Grocers Building and the second is .85 acres in size that is vacant. The subject properties are currently zoned *Industrial (IND)*. The applicant is requesting that the zoning district be changed to General Business (*B-2*).

Presently, while the parcels are adjacent to a B-2 on one side, the rezoning action would create one parcel that would be zoned IND and surrounded by B-2. As this could be considered spot zoning, we would recommend that the parcel at 835 Gold Street (Lot 875-14; 3.42 acres) also be considered by the Board for rezoning from IND to B-2. In the 1993 Master Plan for the City of Manchester, this area was identified as Industrial land use although the plan also recognized that extension of the business zone into areas of industrial zone was likely and that certain precautions should be taken. The key precaution from the Master Plan as it relates to this rezoning request states "...the proposed district should be evaluated to insure that possible projects will not encourage additional traffic impacts upon residential areas..." The applicants, working with the City, have devised a traffic calming plan to mitigate impacts on Gold Street and Sewall Street which may be considered by the Board of Mayor and Aldermen.

From a technical perspective, the petition may be forwarded to the Board of Mayor and Aldermen for consideration. Consistent with the policy for rezoning petitions, the planning staff is providing a copy of the petition to the Planning Board, the Building Department and the Office of the City Solicitor for comment.

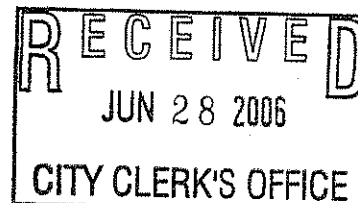
I will be available for any questions that the Board may have.

Sincerely,



Robert S. MacKenzie, AICP
Planning Director

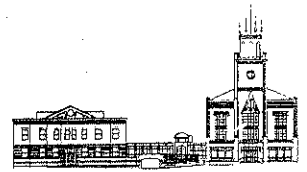
C: Planning Board
Office of the City Solicitor
Building Department
Economic Development Office
One City Hall Plaza, Manchester, New Hampshire 03101
Phone: (603) 624-6450 Fax: (603) 624-6529
E-mail: planning@ManchesterNH.gov
www.ManchesterNH.gov





CITY OF MANCHESTER

Manchester Economic Development Office



August 3, 2006

Honorable Board of Mayor and Aldermen
City of Manchester
One City Hall Plaza
Manchester, NH 03101

RE: Proposed Amendment to Zoning Map – Gold Street

Honorable Board Members:

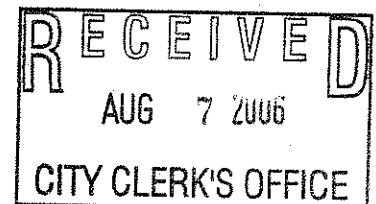
This to recommend the extension of the B-2 Zoning District to encompass the former Associated Grocer's Site, 725 Gold Street and an adjacent parcel. The proposed redevelopment of the Associated Grocers site into a new Home Depot store is projected to cost over \$21,000,000 and generate \$193,000 in new property tax revenue to the City annually. In addition the project will allow Home Depot to expand in the City of Manchester, rather than relocating out-of-town. The existing space leased by Home Depot is in great demand by quality national retailers and will be redeveloped in short order.

In addition GFI/Home Depot development venture is contributing \$4,000,000 to the Gold Street Improvement Project. This project will widen and/or bypass narrow portions of Gold Street and improve and signalize neighborhood street intersections resulting in improved traffic flow, increased safety, curbside visitor parking, sidewalks and landscaping. This improvement to Gold Street will enable the City to entertain additional retail zoning requests near the Associated Grocer/Home Depot site which could generate significant additional investment and new property tax revenue while reducing industrial traffic truck traffic in the area. Based on acreage and lot coverage projections, the City could realize as much as \$184,000 in additional new property tax revenue from future adjacent retail development. In addition, the City could negotiate to recover a portion of the City's Gold Street improvement costs from future developers.

The Gold Street site is adjacent to the growing and successful South Willow Street retail district in close proximity to residential neighborhoods. Industrial truck traffic is incompatible with consumer and neighborhood traffic automobile. In my recommendation that the highest and best use of this site is retail, not industrial.

Sincerely,

Paul J. Borek
Economic Development Director



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To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Bills on Second Reading respectfully recommends, after due and careful consideration, that Ordinance:

“Amending the Zoning Ordinance of the City of Manchester by extending the R-3 (Urban Multi-family) zoning district to include property currently zoned R-1B (Single-family) located on a portion of Tax Map 691 Lot 143-1 that will be on the north side of a proposed Gold Street Bypass and adjacent to Bradley Street and the New St. Augustin’s Cemetery

ought to pass.

(Aldermen Duval, Lopez, Garrity, and Pinard recorded in favor; Alderman Gatsas opposed)

IN BOARD OF MAYOR & ALDERMEN


DATE: September 5, 2006

ON MOTION OF ALD. Garrity

SECONDED BY ALD. Smith

VOTED TO table

Respectfully submitted,



Clerk of Committee


CITY CLERK

City of Manchester New Hampshire

In the year Two Thousand and Six

AN ORDINANCE

"Amending the Zoning Ordinance of the City of Manchester by extending the R-3 (Urban Multi-family) zoning district to include property currently zoned R-1B (Single-family) located on a portion of Tax Map 691 Lot #143-1 that will be on the north side of a proposed Gold Street Bypass and adjacent to Bradley Street and the New St Augustin's Cemetery"

BE IT ORDAINED, By the Board of Mayor and Aldermen of the City of Manchester, as follows:

SECTION 1. Amending the Zoning Ordinance of the City of Manchester by extending the R-3 (Urban Multi-family) zoning district to include property currently zoned R-1B (Single-family) located on a portion of Tax Map 691 Lot #143-1 that will be on the north side of a proposed Gold Street Bypass and adjacent to Bradley Street and the New St Augustin's Cemetery and being more particularly bounded and described as follows:

Beginning at a point at the centerline of Bradley Street at a point opposite the property lines of New Beech Hill Development Company, LP (TM 691-15A) and the Diocese of Manchester (shown on a subdivision plan approved by the Planning Board on February 23, 2006 as TM 691-143-1), said point being on the zone boundary line of the R-3 (Urban Multi-family) district and the R-1B (Single-family), prior to this amendment;

Thence, westerly across the Right of Way of Bradley Street and continuing along the northerly boundary of said property of the Diocese of Manchester TM 691-143-1, said line also being the zone boundary line between the R-3 (Urban Multi-family) district and the R-1B (Single-family), prior to this amendment, approximately 1206 ft. to a point;

Said point being the end of the northerly boundary of the Diocese of Manchester TM 691-143-1, and at the intersection with the following properties: TM 691-143, TM 691-135, TM 691-136 and TM 691-15A;

Thence, southerly along the boundary of property of the Diocese of Manchester TM 691-143-1 a distance of 285.94 ft. to a point;

Thence, easterly along the boundary of property of the Diocese of Manchester TM 691-143-1 a distance of 295.71 ft. to a point;

Thence, southerly along the boundary of property of the Diocese of Manchester TM 691-143-1 a distance of approximately 130 ft. to a point, said point being on the edge of the proposed Right of Way of the Gold Street Bypass;

Thence, easterly across the Right of Way of the Gold Street Bypass to the centerline of said Bypass a distance of approximately 30 feet to a point;

City of Manchester New Hampshire

In the year Two Thousand and Six

AN ORDINANCE

"Amending the Zoning Ordinance of the City of Manchester by extending the R-3 (Urban Multi-family) zoning district to include property currently zoned R-1B (Single-family) located on a portion of Tax Map 691 Lot #143-1 that will be on the north side of a proposed Gold Street Bypass and adjacent to Bradley Street and the New St Augustin's Cemetery"

BE IT ORDAINED, By the Board of Mayor and Aldermen of the City of Manchester, as follows:

Thence, northeasterly and easterly along the centerline of the Right of Way of the Gold Street Bypass as extended to the centerline of Bradley Street a distance of approximately 1,017 feet to a point;

Thence northerly along the centerline of Bradley Street to a point opposite the property lines of New Beech Hill Development Company, LP (TM 691-15A) and the Diocese of Manchester (TM 691-143-1) a distance of approximately 324 feet to a point, said point also being the point of beginning.

Said description meaning to include a portion of property of the Diocese of Manchester (shown on a subdivision plan approved by the Planning Board on February 23, 2006 as TM 691-143-1) consisting of approximately 8.1 acres of private land, to be rezoned from the R-1B (Single-family) zoning district to the R-3 (Urban Multi-family) zoning district, after this amendment.

SECTION II. Resolve this ordinance shall take effect upon passage.



Robert S. MacKenzie, AICP
Director

CITY OF MANCHESTER

Planning and Community Development

Planning
Community Improvement Program
Growth Management



Staff to:
Planning Board
Heritage Commission
Millyard Design Review Committee

July 20, 2006

Honorable Board of Mayor and Aldermen
City Hall
One City Hall Plaza
Manchester, New Hampshire 03101

re: Rezoning of Diocese Property behind Gold Street

Honorable Board Members:

This is to submit a request for rezoning for a portion of the Diocese Property adjacent to the proposed Gold Street Bypass from a single-family district (R-1B) to a multi-family district (R-3). The agreement that the Board recently acted upon called upon the City to initiate this rezoning. The Diocese has offered to donate the land necessary to create the new Gold Street Bypass as part of an overall plan to mitigate traffic in the area.

As this rezoning and the subsequent dedication of street area is necessary to complete the traffic improvements, it may be appropriate for the Board to time the final action on the rezoning of the Associated Grocers site with the rezoning of the Diocese property to insure that the creation of the Bypass is feasible.

From a technical standpoint, the Diocese rezoning is an extension of an existing multi-family zoning district and there are no other specific issues to preclude the rezoning to proceed to public hearing.

If you have any questions, I will be available at your next meeting.

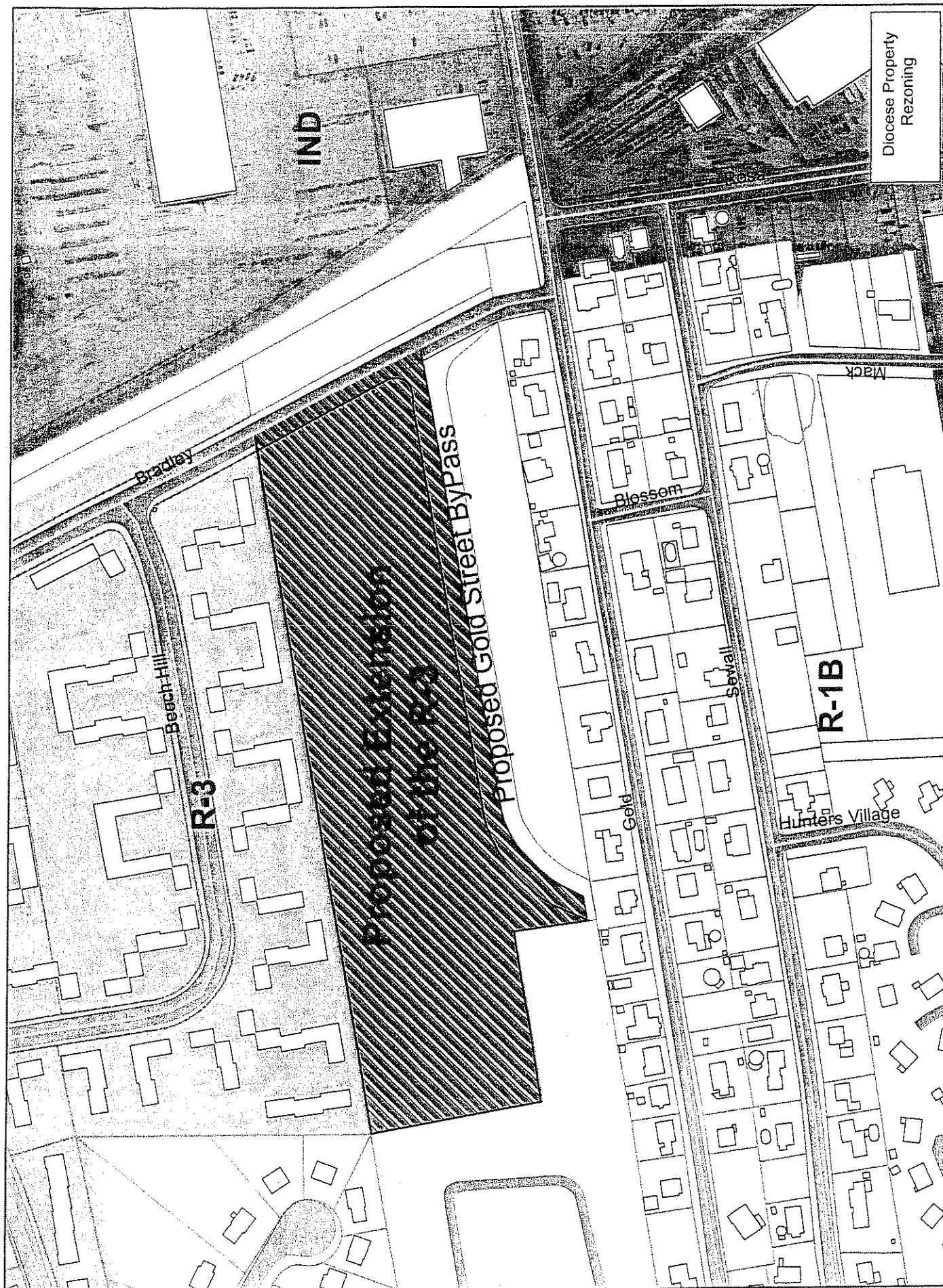
Sincerely,

Robert S. MacKenzie, AICP
Director of Planning & Community Development

C: Planning Board
Building Department
Brad Cook
Tom Arnold
Paul Borek

26

One City Hall Plaza, Manchester, New Hampshire 03101
Phone: (603) 624-6450 Fax: (603) 624-6529
E-mail: planning@ManchesterNH.gov
www.ManchesterNH.gov





CITY OF MANCHESTER

Manchester Economic Development Office



August 3, 2006

Honorable Board of Mayor and Aldermen
City of Manchester
One City Hall Plaza
Manchester, NH 03101

RE: Proposed Amendment to Zoning Map – Diocese Property Behind Gold Street

Honorable Board Members:

This is to recommend that the R-3 Zoning be extended south to encompass a 9-acre parcel created by the Manchester Diocese donation of right-of-way for the proposed Gold Street Bypass. The remaining Diocese property, between the new Gold Street Bypass and existing single family homes will retain single family zoning allowing for a compatible buffer between existing homes and the proposed Bypass.

By donating the requested right-of-way, the Manchester Diocese enabled the City of Manchester, with the generous assistance of Home Depot, to solve a decades old traffic problem in the Gold Street neighborhood. Without the Diocese donation of right-of-way, further redevelopment of the Gold Street would be prohibited. Doing so allows Home Depot to expand, create new property tax revenue and allows other retailers to expand in or relocate to adjacent parcels the City of Manchester.

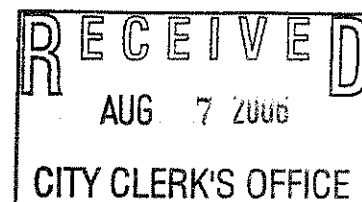
The Global Economic Development Strategy prepared by AngelouEconomics recommends that the City of Manchester “promote diverse housing that is affordable for local workers”, noting the following excerpt from the National League of Cities (<http://www.nlc.org>):

Local governments are responsible to their residents for maintaining communities where their people can live, work, enjoy recreational activities, and access services. Affordable housing, comprehensive community development, and well-planned and coordinated land use foster communities that are vibrant, diverse and sustainable. Further, these are critical components to the economic vitality of communities and local economic regions for creating jobs and increasing municipal tax base.

While this parcel is being considered for market rate development, Manchester’s growing employee base in The Millyard, Downtown and throughout the City includes skilled technology and financial service professionals who need housing appropriate to their desires, lifestyle and budgets. New Hampshire business leaders and demographic experts have articulated concerns about maintaining sufficient housing availability for the demand of a growing business economy. The requested rezoning helps to address the need for housing to accommodate the growing Manchester employment base. For these reasons, your approval of this request is recommended.

Sincerely,

Paul J. Borek
Economic Development Director



One City Hall Plaza, Manchester, NH 03101 Phone (603) 624-6505 Fax (603) 624-6308
E-mail: econdev@ci.manchester.nh.us www.ci.manchester.nh.us

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To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Community Improvement respectfully advises, after due and careful consideration, that it has requested staff to prepare documents to provide that the City agree to extend the term on the 2nd mortgage relating to Lowell Terrace Associates property located at the northwest corner of Lowell and Chestnut Streets to coincide with the expiration of the existing first mortgage in 2013.

(Unanimous vote)

IN BOARD OF MAYOR & ALDERMEN

DATE: May 15, 2007

ON MOTION OF ALD. Forest

SECONDED BY ALD. Shea

VOTED TO table.

L. N. Bernier
CITY CLERK

Respectfully submitted,

L. N. Bernier

Clerk of Committee

8-24-06 Tabled
10-23-06 Remained
Tabled



**City of Manchester
Department of Finance**

One City Hall Plaza
Manchester, New Hampshire 03101
Phone: (603) 624-6460
Fax: (603) 624-6549

August 9, 2006

Alderman Michael Garrity
C/O Mr. Leo Bernier
City Clerk
One City Hall Plaza
Manchester, NH 03101

Dear Alderman Garrity,

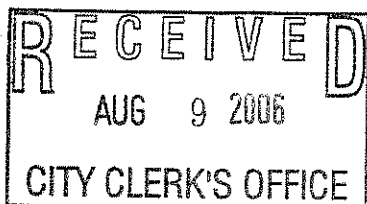
Attached is a copy of correspondence from Lowell Terrace Associates proposing a mortgage/debt consolidation for the property on the northwest corner of Lowell and Chestnut Streets. This is the item that I spoke to you about last week. With your permission, I would like to have the item discussed at the next CIP Committee meeting.

The proposal from the partnership has already been reviewed by the City Solicitor, Economic Development Director, and the Mayor's Office. Please feel free to contact me with any questions.

Sincerely,

Kevin A. Clougherty
Finance Officer

C: Thomas Clark
Paul Borek
Randy Sherman
Mayor Frank Guinta
Ken Edwards, MHRA
Peter Morgan, Property Services
Tom Musgrave, William Steele Associates



WILLIAM STEELE & ASSOCIATES, P.C.

CERTIFIED PUBLIC ACCOUNTANTS

40 STARK STREET

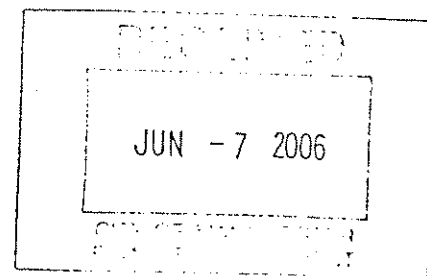
MANCHESTER, NEW HAMPSHIRE 03101

OFFICE 603-622-8881

FAX 603-647-4520

June 6, 2006

Mr. Kevin Clougherty, Finance Director
City of Manchester
One City Hall Plaza East
Manchester, NH 03101



RE: Lowell Terrace Associates

Dear Kevin:

Thank you for arranging the meeting on May 4, 2006. The meeting and subsequent telephone call the week of the 22nd was helpful. I believe we have reached some meaningful preliminary agreements concerning the terms of the original Promissory Note (Note) and subsequent amendment and modifications that will allow us to resolve the remaining issues to our mutual satisfaction.

Based on our discussions, it is my understanding that Lowell Terrace Associates (LTA) and the Manchester Housing Authority (City) agree on the following.

First, the \$1,250,000 portion of the Note is not due at this time. LTA and the City agree that the 1994 Promissory Note Amendment and subsequent modifications have extended the due date of the \$1,250,000 portion of the Note to July 1, 2013. The principal balance outstanding on this portion of the loan was \$559,811 as of December 31, 2005. Based on continuing monthly payments of \$6,885.71, this portion of the loan will be paid in full on July 1, 2013.

Second, the \$250,000 portion of the Note is due. As you know, this \$250,000 portion of the original loan has all of the characteristics of a fifty percent (50%) equity interest in the partnership. These characteristics will be described in more detail in the paragraphs that follow. The City has asked LTA to make a proposal concerning the amount of the pay off.

LTA is prepared to make the City an offer to settle the \$250,000 portion of the original loan and, once the City has reviewed and accepted the proposal, LTA will immediately seek replacement financing to pay off the City.

The original Note terms relating to the \$250,000 portion of the loan have all of the characteristics of a 50% equity interest in the partnership. Section 4 of the Note contains these provisions.

Section 4.a) of the Note describes LTA's obligation to pay interest to the City equal to 50% of the project's cash flow. In this regard, whenever LTA has made cash distributions of accumulated cash flow to its partners, a corresponding and equal cash payment has been made to the City. In connection with its settlement proposal, LTA is prepared to pay to the City 50% of the cash in its accounts, excluding cash held by LTA representing tenant deposits.

Mr. Kevin Clougherty, Finance Director
June 6, 2006
Page 2

Section 4.b) of the Note describes LTA's obligation on the twentieth anniversary date of the loan. There has been some disagreement and or misunderstanding concerning this particular provision of the loan. The City, as I understand it, feels that it would be inappropriate to reduce its entitlement under Section 4.b) of the Note by the balance outstanding on the \$1,250,000 portion of the loan. LTA maintains that the balance outstanding on the \$1,250,000 portion of the loan must be taken into account when calculating the City's entitlement. If the outstanding balance on the \$1,250,000 portion of the loan were not taken into account, the City would receive a payment exceeding the value of its 50% equity interest in the project.

Neither party expected an outstanding balance on the \$1,250,000 portion of the loan when the balloon payment due date provision for the \$250,000 portion of the loan was drafted in 1984. However, due to economic circumstances beyond the control of LTA and the City, the project was not able to service its debt and fell behind on its property taxes. Rather than assert its rights as a lien holder entitled to the delinquent property taxes, or assert its rights as the holder of the Note (which was headed into default), the City agreed to certain modifications of the Note in lieu of initiating action to take possession of the partnership's property. I submit to you that the City's actions were well reasoned and were motivated, in principal part, by the desire to protect its right to repayment of the entire outstanding balance of the loan (a balance exceeding \$1,217,000 at the time). It is not inconceivable that the City could have lost hundreds of thousands of dollars had it chosen to take possession of the property in 1994. Instead, the City acted in a manner that was both prudent and in its best interests as a lender and owner of 50% of the partnership equity. The City's actions also allowed the partners of LTA an opportunity to salvage their own 50% equity interest.

In LTA's opinion, the City's balloon payment entitlement on the \$250,000 portion of the original Note must take into account the balance outstanding on the \$1,250,000 portion of the Note. If the City's entitlement were calculated in any other manner, it would contradict the business deal between LTA and the City wherein the City was awarded a 50% equity interest in the project for its \$250,000 loan.

LTA's proposal to pay off the \$250,000 portion of the loan has been determined by treating the City as a 50% equity owner in the partnership. More specifically, the attached calculations estimate the City's balloon payment entitlement under Section 4.b) of the Note by projecting the net cash proceeds available to the partnership assuming a hypothetical sale of the property on August 1, 2006, followed by a distribution of the partnership's net assets in liquidation of the partnership.

The following assumptions are integral parts of the attached calculations.

1. The market value of the property is equal to its assessed value of \$1,255,800.
2. The outstanding principal balance on the \$1,250,000 portion of the loan is \$515,536 on August 1, 2006.

Mr. Kevin Clougherty, Finance Director
June 6, 2006
Page 3

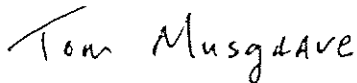
3. A 4% commission would be paid to a third-party broker to facilitate the sale.
4. A New Hampshire real estate transfer tax equal to .75% of the market value would be payable.
5. A New Hampshire Business Profits Tax equal to 8.5% of the gain recognized on sale would be payable.
6. There will be approximately \$150,000 of cash or marketable securities in the partnership's accounts on August 1, 2006.

Based upon the assumptions listed above, LTA estimates the City's entitlement on the \$250,000 portion of the original loan to be \$367,065.

After you have had an opportunity to review this proposal and discuss it with other interested parties, please call me and let me know how you would like to proceed.

Very truly yours,

WILLIAM STEELE & ASSOCIATES, P.C.



Thomas W. Musgrave, CPA

Enclosure

cc: Richard W. Hale w/enclosure
Peter A. Morgan w/enclosure

LOWELL TERRACE ASSOCIATES
HYPOTHETICAL SALE AND LIQUIDATION ANALYSIS
AS OF AUGUST 1, 2006

PROJECTED CASH AVAILABLE UPON LIQUIDATION

Estimated Cash and Value of Marketable Securities	150,000
Net Sale Proceeds - See Below	<u>1,196,150</u>
Estimated Cash Balance and Marketable Securities Value	1,346,150
Projected NH Business Profits Tax	(96,484)
Payoff Balance on \$1,250,000 Portion of Loan	<u>(515,536)</u>
Net Cash Available for Distribution	734,129
City's Equity Interest	<u>50.0%</u>
City's Equity Entitlement	<u><u>367,065</u></u>

HYPOTHETICAL SALE OF PROPERTY

Gross Sale Proceeds	1,255,800	Based on Assessed Value
Third-Party Commission @ 4%	(50,232)	
Real Estate Transfer Tax	<u>(9,419)</u>	.75% x 1,255,800
Net Sale Proceeds	1,196,150	
Adjusted Tax Basis of Property	<u>(61,040)</u>	
Projected Gain on Sale of Property	1,135,110	
NH Business Profits Tax Rate	<u>8.5%</u>	
Projected NH Business Profits Tax	<u><u>96,484</u></u>	

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May 3, 2007

Mr. Randy Sherman
Assistant Finance Director
Finance Department
One City Hall Plaza East
Manchester, NH 03101

Re: Lowell Terrace Associates

Dear Randy:

It was good to meet with you and the other key City department heads on Monday, April 30th in preparation of the Community Improvement Plan (CIP) Committee meeting scheduled for May 8th. I have again reviewed Tom Musgrave's letter of June 6, 2006, which outlines the history of this project and our proposal last summer.

We now have two (2) major concerns:

1. The treatment of the existing balance of the City's 1st mortgage in determining the equity in the project.
2. The current market value of the building. We are contesting the 2006 revaluation.

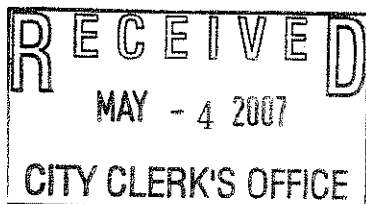
We were and are partners in saving a significant building in Manchester. We have worked closely together for over twenty-three (23) years in restoring and subsequently operating the property through good times and bad. We need to look at the deal itself and move forward to clarify the standing and term of the 2nd mortgage piece of our arrangement. There are only two (2) issues.

I look forward to meeting with the Committee on May 8th.

Sincerely yours,

Peter A. Morgan

Peter A. Morgan
Managing Partner
Lowell Terrace Associates



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Suggested Ways Forward

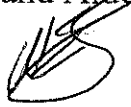
1. City agrees to extend term on 2nd mortgage to July 1, 2013, concurrent with the extension of the existing 1st mortgage.
2. City demands payment of the 2nd mortgage valued at one-half (1/2) the fair market value of the building without consideration that the 1st mortgage is still in place. (Current balance of 1st mortgage as of April 30, 2007 is \$470,367.12.)
 - a. The loan will fall into default as the Lowell Terrace partners do not concur on the method of valuing the 2nd mortgage.
 - b. The default provisions in the original note clearly provide the method of valuing the 2nd mortgage in the event of a default. The remaining balance of the 1st mortgage is deducted from the fair market value to establish the value to be paid to retire the 2nd mortgage.
3. City agrees that the existing balance of the 1st mortgage affects the current value of the 2nd mortgage.
 - a. We jointly agree to establish the current fair market value of the property.
 - b. The Lowell Terrace partners will proceed to arrange 3rd party financing and within ninety (90) days of 3.a. will pay off the 2nd mortgage.



**City of Manchester
Department of Finance**

One City Hall Plaza
Manchester, New Hampshire 03101
(603) 624-6460
(603) 624-6549 Fax

MEMORANDUM

Date: May 30, 2007
To: Board of Mayor and Aldermen
From: William Sanders 
RE: Lowell Terrace Requests

Attached in response to questions and requests at the May 15 BMA meeting are the following documents related to the Lowell Terrace project.

1. The audited partnership financial statements for the years ended June 30, 2006 and June 30, 2005.
2. A four page schedule detailing from inception payments on the \$1,250,000 first mortgage.
3. A summary of interest payments received on the \$250,000 second mortgage.
4. A current amortization schedule through July 2013 for the first mortgage.
5. A copy of Randy Sherman's draft letter of September 18, 2001 regarding Lowell Terrace. This draft letter was referenced at the May 15, 2007 BMA meeting.

We have requested a certificate of insurance and expect to have copies available at the meeting.

LOWELL TERRACE ASSOCIATES

FINANCIAL STATEMENTS

**FOR THE YEARS ENDED
DECEMBER 31, 2006 AND 2005**

TABLE
OF
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WILLIAM STEELE & ASSOCIATES, P.C.

CERTIFIED PUBLIC ACCOUNTANTS

40 STARK STREET

MANCHESTER, NEW HAMPSHIRE 03101

OFFICE 603-622-8881

FAX 603-647-4520

To the Partners
Lowell Terrace Associates
Manchester, New Hampshire

We have compiled the accompanying statements of assets, liabilities and capital - income tax basis of Lowell Terrace Associates (a partnership) as of December 31, 2006 and 2005, and the related statements of revenue and expenses, partners' capital and cash flows - income tax basis for the years then ended, in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants.

A compilation is limited to presenting in the form of financial statements information that is the representation of management. We have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or any other form of assurance on them.

William Steele & Associates, P.C.

Manchester, New Hampshire
May 18, 2007

LOWELL TERRACE ASSOCIATES
STATEMENTS OF ASSETS, LIABILITIES AND PARTNERS' CAPITAL -
INCOME TAX BASIS
DECEMBER 31, 2006 AND 2005

ASSETS

	<u>2006</u>	<u>2005</u>
CURRENT ASSETS		
Cash	\$ 108,715	\$ 116,665
Cash - security deposits	14,029	16,791
Due from Metropolis	<u>3,302</u>	<u>-</u>
TOTAL CURRENT ASSETS	<u>126,046</u>	<u>133,456</u>
PROPERTY AND EQUIPMENT		
Land	50,000	50,000
Building and improvements	1,782,305	1,776,108
Furniture and fixtures	<u>21,429</u>	<u>21,429</u>
	1,853,734	1,847,537
Less: accumulated depreciation	<u>(1,790,565)</u>	<u>(1,786,497)</u>
NET PROPERTY AND EQUIPMENT	<u>63,169</u>	<u>61,040</u>
TOTAL ASSETS	<u><u>\$ 189,215</u></u>	<u><u>\$ 194,496</u></u>

LIABILITIES AND PARTNERS' CAPITAL

CURRENT LIABILITIES		
Security deposits payable	\$ 14,209	\$ 16,971
Current portion of notes payable	<u>318,777</u>	<u>316,747</u>
TOTAL CURRENT LIABILITIES	332,986	333,718
LONG-TERM LIABILITIES		
Notes payable, net of current portion	<u>602,764</u>	<u>671,541</u>
TOTAL LIABILITIES	935,750	1,005,259
PARTNERS' CAPITAL (DEFICIT)	<u>(746,535)</u>	<u>(810,763)</u>
TOTAL LIABILITIES AND PARTNERS' CAPITAL	<u><u>\$ 189,215</u></u>	<u><u>\$ 194,496</u></u>

See Accountants' Compilation Report and Notes to Financial Statements

LOWELL TERRACE ASSOCIATES
STATEMENTS OF REVENUE AND EXPENSES -
INCOME TAX BASIS
FOR THE YEARS ENDED DECEMBER 31, 2006 AND 2005

	<u>2006</u>	<u>2005</u>
REVENUE		
Rental income	\$ 267,603	\$ 274,258
Other income	<u>2,231</u>	<u>2,174</u>
TOTAL REVENUE	<u>269,834</u>	<u>276,432</u>
OPERATING EXPENSES		
Real estate taxes	38,300	35,614
Gas	34,893	25,623
Repairs and maintenance	22,640	13,073
Management fees	20,604	18,449
Interest	15,882	29,852
Electricity	12,116	10,046
Insurance	10,038	9,540
Water and sewer	9,303	11,758
Accounting fees	9,261	3,075
Janitorial service	6,351	8,861
Exterminator	4,305	2,600
Depreciation	4,068	4,058
Supplies	3,883	3,171
Fire alarm	2,680	2,659
Waste disposal	2,160	2,160
Filing fee	1,315	-
Bank charges	1,279	1,480
General partner fees	1,200	1,200
Legal fees	1,156	-
Appliances	898	-
Central business district tax	828	804
Rental equipment	571	-
Grounds maintenance	475	1,620
Advertising	461	752
Telephone	375	317
Entertainment	240	67
Rental incentive plan fee	100	-
Foreign tax expense	38	13
Amortization	<u>-</u>	<u>2,250</u>
TOTAL OPERATING EXPENSES	<u>\$ 205,420</u>	<u>\$ 189,042</u>

See Accountants' Compilation Report and Notes to Financial Statements

LOWELL TERRACE ASSOCIATES
STATEMENTS OF REVENUE AND EXPENSES -
INCOME TAX BASIS
FOR THE YEARS ENDED DECEMBER 31, 2006 AND 2005

	<u>2006</u>	<u>2005</u>
INCOME FROM OPERATIONS	64,414	87,390
INTEREST AND DIVIDEND INCOME	2,266	2,842
GAIN ON SALE OF SECURITIES	<u>2,640</u>	<u>-</u>
INCOME BEFORE STATE TAXES	69,320	90,232
STATE TAXES PAID	<u>(5,092)</u>	<u>(11,298)</u>
NET INCOME	<u>\$ 64,228</u>	<u>\$ 78,934</u>

See Accountants' Compilation Report and Notes to Financial Statements

LOWELL TERRACE ASSOCIATES
STATEMENTS OF CHANGES IN PARTNERS' CAPITAL (DEFICIENCY) -
INCOME TAX BASIS
FOR THE YEARS ENDED DECEMBER 31, 2006 AND 2005

BALANCE, December 31, 2004	\$ (847,697)
Net Income	78,934
Cash Distributions to Partners	<u>(42,000)</u>
BALANCE, December 31, 2005	(810,763)
Net Income	64,228
Cash Distributions to Partners	<u>-</u>
BALANCE, December 31, 2006	<u><u>\$ (746,535)</u></u>

See Accountants' Compilation Report and Notes to Financial Statements

LOWELL TERRACE ASSOCIATES
STATEMENTS OF CASH FLOWS -
INCOME TAX BASIS
FOR THE YEARS ENDED DECEMBER 31, 2006 AND 2005

	<u>2006</u>	<u>2005</u>
CASH FLOWS FROM OPERATING ACTIVITIES:		
Net Income	\$ 64,228	\$ 78,934
Adjustments to reconcile net income to net cash from operations:		
Depreciation	4,068	4,058
Amortization	-	2,250
Increase (decrease) in assets and liabilities:		
Security deposits payable	(2,762)	(1,850)
Due from Metropolis	(3,302)	-
	<u>62,232</u>	<u>83,392</u>
NET CASH PROVIDED BY OPERATING ACTIVITIES		
CASH FLOWS FROM FINANCING ACTIVITIES		
Purchase of new equipment and improvements	(6,197)	(1,118)
Principal payments on notes payable	(66,747)	(64,777)
Cash distributions to partners	-	(42,000)
	<u>(72,944)</u>	<u>(107,895)</u>
NET CASH USED BY FINANCING ACTIVITIES		
NET DECREASE IN CASH	(10,712)	(24,503)
CASH, BEGINNING OF YEAR	<u>133,456</u>	<u>157,959</u>
CASH, END OF YEAR	<u><u>\$ 122,744</u></u>	<u><u>\$ 133,456</u></u>

SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION

	<u>2006</u>	<u>2005</u>
Cash paid during the year for:		
Interest	\$ 15,882	\$ 29,852
State Taxes, net of refunds	\$ 5,092	\$ 11,298

See Accountants' Compilation Report and Notes to Financial Statements

**LOWELL TERRACE ASSOCIATES
NOTES TO FINANCIAL STATEMENTS
FOR THE YEARS ENDED DECEMBER 31, 2006 AND 2005**

NOTE 1. THE PARTNERSHIP

Lowell Terrace Associates is a New Hampshire general partnership formed on September 1, 1984 for the purpose of managing and investing in real estate for its own purposes or on behalf of others. During 1986, the Partnership, through a related party (See Note 5), completed the construction of a 63-unit low-income housing project in Manchester, New Hampshire. Occupancy in units of the project includes leases whose rent levels conform to the Section 8 Existing Program offered by the United States Department of Housing and Urban Development. This project is presently the Partnership's only investment.

NOTE 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Presentation

The Partnership's policy is to prepare its financial statements on the accounting basis used for income tax purposes, generally on the basis of cash receipts and disbursements. On such basis, the financial statements do not include rents accrued or uncollected, or accounts payable for services billed but unpaid and other accrued liabilities. These policies differ from generally accepted accounting principles whereby income and the related assets are recognized when earned and certain expenses are recognized when the related obligations are incurred.

Depreciation

Depreciation is computed using straight-line and accelerated methods over lives ranging from five to twenty-eight years.

Deferred Costs

Financing fees have been amortized over the term (20 years) of the underlying indebtedness to which it relates.

Income Taxes

Lowell Terrace Associates is treated as a Partnership for federal income tax purposes and does not incur federal income taxes. Instead, the Partnership's profits and losses are reported in the individual partners' tax return. The Partnership is liable for state income taxes and state business taxes. When state taxes are paid by the Partnership, such taxes are reflected in the partners' distributive share of income or loss.

Concentration of Credit Risk

The Partnership occasionally maintains deposits in excess of Federally insured limits. Statements of Financial Accounting Standards No. 105 identifies these items as a concentration of credit risk requiring disclosure regardless of the degree of risk. The risk is managed by maintaining all deposits in high quality financial institutions.

LOWELL TERRACE ASSOCIATES
NOTES TO FINANCIAL STATEMENTS
FOR THE YEARS ENDED DECEMBER 31, 2006 AND 2005

NOTE 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Use of Estimates

The preparation of financial statements requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from these estimates.

Reclassifications

Certain amounts in the December 31, 2005 financial statements have been reclassified to conform to the December 31, 2006 presentation.

NOTE 3. NOTES PAYABLE

Notes payable at December 31, 2006 and 2005 consist of the following:

	<u>2006</u>	<u>2005</u>
\$1,500,000 Promissory Note dated December 1984, (as amended and modified) with the following terms and conditions:		
\$1,250,000 of the Promissory Note bears interest at 3%; payable in monthly installments of \$6,886; matures July 2013. The note is secured by a first mortgage on the project and the personal guarantees of the partners.	\$ 493,064	\$ 559,811
\$250,000 of the Promissory Note requires annual interest payments commencing in 1987 equal to 50% of the net cash flows of the project, as defined; a balloon payment of principal and interest is due under the terms of the original note 20 years after completion of construction equal to one-half (1/2) of the fair market value of the property at that date. The note is secured by a first mortgage on the project and the personal guarantees of the partners. Interest payments of \$12,000 were made in 2005.	250,000	250,000
Note payable to a partner; principal due on demand, interest at 10.5% per annum; collateralized by a mortgage on the project. No payments were made on this note during 2006 and 2005.	80,000	80,000

LOWELL TERRACE ASSOCIATES
NOTES TO FINANCIAL STATEMENTS
FOR THE YEARS ENDED DECEMBER 31, 2006 AND 2005

NOTE 3. NOTES PAYABLE (continued)

	<u>2006</u>	<u>2005</u>
Other unsecured notes payable due to affiliated entities and partners of the Partnership, with no repayment terms or rates of interest specified.	<u>\$ 98,477</u>	<u>\$ 98,477</u>
	921,541	988,288
Less: current portion due within one year	<u>(318,777)</u>	<u>(316,747)</u>
	<u>\$ 602,764</u>	<u>\$ 671,541</u>

The aggregate amount of future principal payments on partnership debt at December 31, 2006 are as follows:

Year Ending December 31,	
2007	\$318,777
2008	70,869
2009	73,025
2010	75,246
2011	77,534
2012 and thereafter	<u>306,090</u>
Total	<u>\$921,541</u>

NOTE 4. RELATED PARTY TRANSACTIONS

The Partnership receives property management services (for a management fee determined at 7% of rental income) from a related entity. The Partnership paid \$1,200 during 2006 and 2005 to an entity controlled by one of the partners for extraordinary general partner services. In addition, as discussed in Note 3, the Partnership is obligated to the partners and various other related parties in the amount of \$178,477 at December 31, 2006 and 2005.

Lowell Terrace
Payments on \$1,250,000
First Mortgage

NUMBER	DATE PAID	AMOUNT PAID
1	5/17/89	7,829.69
2	6/6/89	7,829.69
3	7/17/89	7,829.69
4	8/10/89	7,829.69
5	9/13/89	7,829.69
6	11/22/89	7,829.69
7	11/22/89	7,829.69
8	12/13/89	7,829.69
9	1/17/90	7,829.69
10	2/15/90	7,829.69
11	3/15/89	7,829.69
12	4/18/90	7,829.69
13	5/14/90	7,829.69
14	6/14/90	7,829.69
15	7/17/90	7,829.69
16	8/20/90	7,829.69
17	9/12/90	7,829.69
18	10/26/90	7,829.69
19	11/19/90	7,829.69
20	12/24/90	7,829.69
21	1/15/91	7,829.69
22	2/21/91	7,829.69
23	3/14/91	7,829.69
24	4/15/91	7,829.69
25	5/20/91	7,829.69
26	6/13/91	7,829.69
27	7/30/91	7,829.69
28	8/15/91	7,829.69
29	9/16/91	7,829.69
30	10/21/91	7,829.69
31	11/18/91	7,829.69
32	12/13/91	7,829.69
33	1/15/92	7,829.69
34	2/19/92	7,829.69
35	3/6/92	7,829.69
36	4/16/92	7,829.69
37	5/14/92	7,829.69
38	6/15/92	7,829.69
39	7/31/92	7,829.69
40	8/12/92	7,829.69
41	8/19/92	7,829.69
42	9/22/92	7,829.69
43	10/13/92	7,829.69
44	11/17/92	7,829.69
45	12/11/92	7,829.69
46	1/12/93	7,829.69
47	2/11/93	7,829.69
48	3/11/93	7,829.69
49	4/13/93	7,829.69
50	5/11/93	7,829.69

27

51	6/11/93	7,829.69
52	7/14/93	7,829.69
53	8/9/93	7,829.69
54	9/9/93	7,829.69
55	10/14/93	7,829.69
56	11/19/93	7,829.69
57	12/13/93	7,829.69
58	1/6/94	7,829.69
59	2/16/94	7,829.69
60	3/11/94	7,829.69
61	4/13/94	7,829.69
62	5/25/94	7,829.69
63	6/30/94	7,829.69
64	8/15/94	7,829.69
65	10/14/94	7,829.69
66	10/14/94	7,829.69
67	11/28/94	7,829.69
68	12/29/94	7,829.69
69	1/31/95	7,829.69
70	4/10/95	2,500.00
71	5/9/95	2,500.00
72	6/15/95	2,500.00
73	7/15/95	2,500.00
74	8/15/95	2,500.00
75	9/14/95	2,500.00
76	10/20/95	2,500.00
77	11/20/95	2,500.00
78	12/26/95	2,500.00
79	1/19/96	2,500.00
80	2/20/96	2,500.00
81	3/18/96	2,500.00
82	4/18/96	2,500.00
83	5/13/96	2,500.00
84	6/11/96	2,500.00
85	7/12/96	2,500.00
86	8/15/96	2,500.00
87	9/13/96	2,500.00
88	10/96	2,500.00
89	11/19/96	2,500.00
90	12/10/96	2,500.00
91	1/24/97	2,500.00
92	3/17/97	2,500.00
93	4/15/97	2,500.00
94	5/16/97	2,500.00
95	06/19/97	2,500.00
96	07/21/97	2,500.00
97	8/19/97	2,500.00
98	09/23/97	2,500.00
99	10/16/97	2,500.00
100	11/20/97	2,500.00
101	12/12/97	2,500.00
102	1/26/98	2,500.00
103	2/18/98	2,500.00
104	3/17/98	2,500.00
105	4/16/98	2,500.00
106	5/13/98	2,500.00
107	6/16/98	2,500.00
108	8/7/98	6,885.71

27

109	9/3/98	6,885.71
110	copy of check not made	6,885.71
111	11/6/98	6,885.71
112	12/3/98	6,885.71
113	1/5/99	6,885.71
114	2/8/99	6,885.71
115	3/8/99	6,885.71
116	4/08/99	6,885.71
117	5/17/99	6,885.71
118	6/30/99	6,885.71
119	7/6/99	6,885.71
120	8/3/99	6,885.71
121	9/2/99	6,885.71
122	10/5/99	6,885.71
123	11/4/99	6,885.71
124	12/2/99	6,885.71
125	1/6/00	6,885.71
126	2/3/0	6,885.71
127	3/1/00	6,885.71
128	4/6/00	6,885.71
129	5/4/00	6,885.71
130	6/1/00	6,885.71
131	7/6/00	6,885.71
132	8/8/00	6,885.71
133	9/7/00	6,885.71
134	10/5/00	6,885.71
135	10/2/00	6,885.71
136	12/5/00	6,885.71
137	01/05/01	6,885.71
138	02/07/01	6,885.71
139	03/12/01	6,885.71
140	4/6/01	6,885.71
141	05/07/01	6,885.71
142	06/06/01	6,885.71
143	07/10/01	6,885.71
144	08/02/01	6,885.71
145	09/06/01	6,885.71
146	10/04/01	6,885.71
147	11/02/01	6,885.71
148	12/6/01	6,885.71
149	1/3/02	6,885.71
150	2/7/02	6,885.71
151	3/14/02	6,885.71
152	4/4/02	6,885.71
153	5/9/02	6,885.71
154	6/6/02	6,885.71
155	07/02/02	6,885.71
156	08/02/02	6,885.71
157	9/5/02	6,885.71
158	10/03/02	6,885.71
159	11/4/02	6,885.71
160	12/05/02	6,885.71
161	01/02/03	6,885.71
162	02/06/03	6,885.71
163	3/6/03	6,885.71
164	4/10/03	6,885.71
165	5/8/03	6,885.71
166	6/5/03	6,885.71

167	7/3/03	6,885.71
168	08/07/03	6,885.71
169	9/7/03	6,885.71
170	10/02/03	6,885.71
171	11/07/03	6,885.71
172	12/5/03	6,885.71
173	01/08/04	6,885.71
174	2/5/04	6,885.71
175	3/4/04	6,885.71
176	4/1/04	6,885.71
177	5/6/04	6,885.71
178	6/3/04	6,885.71
179	7/9/04	6,885.71
180	8/5/04	6,885.71
181	9/2/04	6,885.71
182	10/7/04	6,885.71
183	11/4/04	6,885.71
184	12/2/04	6,885.71
185	1/6/05	6,885.71
186	2/3/05	6,885.71
187	03/05/05	6,885.71
188	4/7/05	6,885.71
189	5/5/05	6,885.71
190	6/2/05	6,885.71
191	7/7/05	6,885.71
192	8/4/05	6,885.71
193	9/1/05	6,885.71
194	10/6/05	6,885.71
195	11/4/05	6,885.71
196	12/2/05	6,885.71
197	1/6/06	6,885.71
198	2/2/06	6,885.71
199	3/3/06	6,885.71
200	4/6/06	6,885.71
201	5/4/06	6,885.71
202	6/1/06	6,885.71
203	7/7/06	6,885.71
204	8/4/06	6,885.71
205	9/7/06	6,885.71
206	10/5/06	6,885.71
207	11/1/06	6,885.71
208	12/8/06	6,885.71
209	1/2/07	6,885.71
210	2/1/07	6,885.71
211	3/9/07	6,885.71
212	4/5/07	6,885.71
Total		\$1,351,362.45
Total Interest		\$571,730.05
Total Principal		\$779,632.40
Total Paid		\$1,351,362.45

Lowell Terrace

Interest Payments on \$250,000 Second Mortgage

Fiscal Year	Amount
2007	0
2006	12,000
2005	30,000
2004	25,000
2003	90,000
2001	35,293
Total Received	\$192,293

Wes
5/30/07

	CDBG PROGRAM INCOME			Principal Amount	\$ 997,087.76
	LOWELL TERRACE			Years to Maturity	15
				# of Payments	180
				Interest Rate	3.00%
				Pmts per year	12
				Year of Loan	
				Payment	\$6,885.71
#	Date	Payment	Interest	Principal	Balance
					\$ 997,087.76
1	Aug-98	\$6,885.71	\$ 2,492.72	\$ 4,392.99	\$ 992,694.77
2	Sep-98	\$6,885.71	\$ 2,481.74	\$ 4,403.97	\$ 988,290.81
3	Oct-98	\$6,885.71	\$ 2,470.73	\$ 4,414.98	\$ 983,875.83
4	Nov-98	\$6,885.71	\$ 2,459.69	\$ 4,426.02	\$ 979,449.81
5	Dec-98	\$6,885.71	\$ 2,448.62	\$ 4,437.08	\$ 975,012.73
6	Jan-99	\$6,885.71	\$ 2,437.53	\$ 4,448.17	\$ 970,564.56
7	Feb-99	\$6,885.71	\$ 2,426.41	\$ 4,459.29	\$ 966,105.27
8	Mar-99	\$6,885.71	\$ 2,415.26	\$ 4,470.44	\$ 961,634.82
9	Apr-99	\$6,885.71	\$ 2,404.09	\$ 4,481.62	\$ 957,153.21
10	May-99	\$6,885.71	\$ 2,392.88	\$ 4,492.82	\$ 952,660.38
11	Jun-99	\$6,885.71	\$ 2,381.65	\$ 4,504.05	\$ 948,156.33
12	Jul-99	\$6,885.71	\$ 2,370.39	\$ 4,515.31	\$ 943,641.02
13	Aug-99	\$6,885.71	\$ 2,359.10	\$ 4,526.60	\$ 939,114.41
14	Sep-99	\$6,885.71	\$ 2,347.79	\$ 4,537.92	\$ 934,576.49
15	Oct-99	\$6,885.71	\$ 2,336.44	\$ 4,549.26	\$ 930,027.23
16	Nov-99	\$6,885.71	\$ 2,325.07	\$ 4,560.64	\$ 925,466.59
17	Dec-99	\$6,885.71	\$ 2,313.67	\$ 4,572.04	\$ 920,894.55
18	Jan-00	\$6,885.71	\$ 2,302.24	\$ 4,583.47	\$ 916,311.09
19	Feb-00	\$6,885.71	\$ 2,290.78	\$ 4,594.93	\$ 911,716.16
20	Mar-00	\$6,885.71	\$ 2,279.29	\$ 4,606.41	\$ 907,109.74
21	Apr-00	\$6,885.71	\$ 2,267.77	\$ 4,617.93	\$ 902,491.81
22	May-00	\$6,885.71	\$ 2,256.23	\$ 4,629.48	\$ 897,862.34
23	Jun-00	\$6,885.71	\$ 2,244.66	\$ 4,641.05	\$ 893,221.29
24	Jul-00	\$6,885.71	\$ 2,233.05	\$ 4,652.65	\$ 888,568.64
25	Aug-00	\$6,885.71	\$ 2,221.42	\$ 4,664.28	\$ 883,904.35
26	Sep-00	\$6,885.71	\$ 2,209.76	\$ 4,675.94	\$ 879,228.41
27	Oct-00	\$6,885.71	\$ 2,198.07	\$ 4,687.63	\$ 874,540.78
28	Nov-00	\$6,885.71	\$ 2,186.35	\$ 4,699.35	\$ 869,841.42
29	Dec-00	\$6,885.71	\$ 2,174.60	\$ 4,711.10	\$ 865,130.32
30	Jan-01	\$6,885.71	\$ 2,162.83	\$ 4,722.88	\$ 860,407.44
31	Feb-01	\$6,885.71	\$ 2,151.02	\$ 4,734.69	\$ 855,672.76
32	Mar-01	\$6,885.71	\$ 2,139.18	\$ 4,746.52	\$ 850,926.23
33	Apr-01	\$6,885.71	\$ 2,127.32	\$ 4,758.39	\$ 846,167.84
34	May-01	\$6,885.71	\$ 2,115.42	\$ 4,770.29	\$ 841,397.56
35	Jun-01	\$6,885.71	\$ 2,103.49	\$ 4,782.21	\$ 836,615.35
36	Jul-01	\$6,885.71	\$ 2,091.54	\$ 4,794.17	\$ 831,821.18
37	Aug-01	\$6,885.71	\$ 2,079.55	\$ 4,806.15	\$ 827,015.03
38	Sep-01	\$6,885.71	\$ 2,067.54	\$ 4,818.17	\$ 822,196.86
39	Oct-01	\$6,885.71	\$ 2,055.49	\$ 4,830.21	\$ 817,366.65
40	Nov-01	\$6,885.71	\$ 2,043.42	\$ 4,842.29	\$ 812,524.36
41	Dec-01	\$6,885.71	\$ 2,031.31	\$ 4,854.39	\$ 807,669.97
42	Jan-02	\$6,885.71	\$ 2,019.17	\$ 4,866.53	\$ 802,803.44
43	Feb-02	\$6,885.71	\$ 2,007.01	\$ 4,878.70	\$ 797,924.74
44	Mar-02	\$6,885.71	\$ 1,994.81	\$ 4,890.89	\$ 793,033.85

CDBG PROGRAM INCOME				Principal Amount	\$ 997,087.76
LOWELL TERRACE				Years to Maturity	15
				# of Payments	180
				Interest Rate	3.00%
				Pmts per year	12
				Year of Loan	
				Payment	\$6,885.71
#	Date	Payment	Interest	Principal	Balance
45	Apr-02	\$6,885.71	\$ 1,982.58	\$ 4,903.12	\$ 788,130.73
46	May-02	\$6,885.71	\$ 1,970.33	\$ 4,915.38	\$ 783,215.35
47	Jun-02	\$6,885.71	\$ 1,958.04	\$ 4,927.67	\$ 778,287.68
48	Jul-02	\$6,885.71	\$ 1,945.72	\$ 4,939.99	\$ 773,347.69
49	Aug-02	\$6,885.71	\$ 1,933.37	\$ 4,952.34	\$ 768,395.36
50	Sep-02	\$6,885.71	\$ 1,920.99	\$ 4,964.72	\$ 763,430.64
51	Oct-02	\$6,885.71	\$ 1,908.58	\$ 4,977.13	\$ 758,453.51
52	Nov-02	\$6,885.71	\$ 1,896.13	\$ 4,989.57	\$ 753,463.94
53	Dec-02	\$6,885.71	\$ 1,883.66	\$ 5,002.05	\$ 748,461.90
54	Jan-03	\$6,885.71	\$ 1,871.15	\$ 5,014.55	\$ 743,447.35
55	Feb-03	\$6,885.71	\$ 1,858.62	\$ 5,027.09	\$ 738,420.26
56	Mar-03	\$6,885.71	\$ 1,846.05	\$ 5,039.65	\$ 733,380.61
57	Apr-03	\$6,885.71	\$ 1,833.45	\$ 5,052.25	\$ 728,328.35
58	May-03	\$6,885.71	\$ 1,820.82	\$ 5,064.88	\$ 723,263.47
59	Jun-03	\$6,885.71	\$ 1,808.16	\$ 5,077.55	\$ 718,185.92
60	Jul-03	\$6,885.71	\$ 1,795.46	\$ 5,090.24	\$ 713,095.68
61	Aug-03	\$6,885.71	\$ 1,782.74	\$ 5,102.97	\$ 707,992.72
62	Sep-03	\$6,885.71	\$ 1,769.98	\$ 5,115.72	\$ 702,876.99
63	Oct-03	\$6,885.71	\$ 1,757.19	\$ 5,128.51	\$ 697,748.48
64	Nov-03	\$6,885.71	\$ 1,744.37	\$ 5,141.33	\$ 692,607.15
65	Dec-03	\$6,885.71	\$ 1,731.52	\$ 5,154.19	\$ 687,452.96
66	Jan-04	\$6,885.71	\$ 1,718.63	\$ 5,167.07	\$ 682,285.89
67	Feb-04	\$6,885.71	\$ 1,705.71	\$ 5,179.99	\$ 677,105.90
68	Mar-04	\$6,885.71	\$ 1,692.76	\$ 5,192.94	\$ 671,912.96
69	Apr-04	\$6,885.71	\$ 1,679.78	\$ 5,205.92	\$ 666,707.03
70	May-04	\$6,885.71	\$ 1,666.77	\$ 5,218.94	\$ 661,488.10
71	Jun-04	\$6,885.71	\$ 1,653.72	\$ 5,231.98	\$ 656,256.11
72	Jul-04	\$6,885.71	\$ 1,640.64	\$ 5,245.06	\$ 651,011.05
73	Aug-04	\$6,885.71	\$ 1,627.53	\$ 5,258.18	\$ 645,752.87
74	Sep-04	\$6,885.71	\$ 1,614.38	\$ 5,271.32	\$ 640,481.55
75	Oct-04	\$6,885.71	\$ 1,601.20	\$ 5,284.50	\$ 635,197.05
76	Nov-04	\$6,885.71	\$ 1,587.99	\$ 5,297.71	\$ 629,899.33
77	Dec-04	\$6,885.71	\$ 1,574.75	\$ 5,310.96	\$ 624,588.38
78	Jan-05	\$6,885.71	\$ 1,561.47	\$ 5,324.23	\$ 619,264.14
79	Feb-05	\$6,885.71	\$ 1,548.16	\$ 5,337.54	\$ 613,926.60
80	Mar-05	\$6,885.71	\$ 1,534.82	\$ 5,350.89	\$ 608,575.71
81	Apr-05	\$6,885.71	\$ 1,521.44	\$ 5,364.27	\$ 603,211.44
82	May-05	\$6,885.71	\$ 1,508.03	\$ 5,377.68	\$ 597,833.77
83	Jun-05	\$6,885.71	\$ 1,494.58	\$ 5,391.12	\$ 592,442.65
84	Jul-05	\$6,885.71	\$ 1,481.11	\$ 5,404.60	\$ 587,038.05
85	Aug-05	\$6,885.71	\$ 1,467.60	\$ 5,418.11	\$ 581,619.94
86	Sep-05	\$6,885.71	\$ 1,454.05	\$ 5,431.66	\$ 576,188.28
87	Oct-05	\$6,885.71	\$ 1,440.47	\$ 5,445.23	\$ 570,743.05
88	Nov-05	\$6,885.71	\$ 1,426.86	\$ 5,458.85	\$ 565,284.20
89	Dec-05	\$6,885.71	\$ 1,413.21	\$ 5,472.49	\$ 559,811.71

CDBG PROGRAM INCOME				Principal Amount	\$ 997,087.76
LOWELL TERRACE				Years to Maturity	15
				# of Payments	180
				Interest Rate	3.00%
				Pmts per year	12
				Year of Loan	
				Payment	\$6,885.71
#	Date	Payment	Interest	Principal	Balance
90	Jan-06	\$6,885.71	\$ 1,399.53	\$ 5,486.18	\$ 554,325.53
91	Feb-06	\$6,885.71	\$ 1,385.81	\$ 5,499.89	\$ 548,825.64
92	Mar-06	\$6,885.71	\$ 1,372.06	\$ 5,513.64	\$ 543,312.00
93	Apr-06	\$6,885.71	\$ 1,358.28	\$ 5,527.43	\$ 537,784.57
94	May-06	\$6,885.71	\$ 1,344.46	\$ 5,541.24	\$ 532,243.33
95	Jun-06	\$6,885.71	\$ 1,330.61	\$ 5,555.10	\$ 526,688.23
96	Jul-06	\$6,885.71	\$ 1,316.72	\$ 5,568.98	\$ 521,119.25
97	Aug-06	\$6,885.71	\$ 1,302.80	\$ 5,582.91	\$ 515,536.34
98	Sep-06	\$6,885.71	\$ 1,288.84	\$ 5,596.86	\$ 509,939.48
99	Oct-06	\$6,885.71	\$ 1,274.85	\$ 5,610.86	\$ 504,328.62
100	Nov-06	\$6,885.71	\$ 1,260.82	\$ 5,624.88	\$ 498,703.74
101	Dec-06	\$6,885.71	\$ 1,246.76	\$ 5,638.95	\$ 493,064.79
102	Jan-07	\$6,885.71	\$ 1,232.66	\$ 5,653.04	\$ 487,411.75
103	Feb-07	\$6,885.71	\$ 1,218.53	\$ 5,667.18	\$ 481,744.57
104	Mar-07	\$6,885.71	\$ 1,204.36	\$ 5,681.34	\$ 476,063.23
105	Apr-07	\$6,885.71	\$ 1,190.16	\$ 5,695.55	\$ 470,367.68
106	May-07	\$6,885.71	\$ 1,175.92	\$ 5,709.79	\$ 464,657.90
107	Jun-07	\$6,885.71	\$ 1,161.64	\$ 5,724.06	\$ 458,933.84
108	Jul-07	\$6,885.71	\$ 1,147.33	\$ 5,738.37	\$ 453,195.47
109	Aug-07	\$6,885.71	\$ 1,132.99	\$ 5,752.72	\$ 447,442.75
110	Sep-07	\$6,885.71	\$ 1,118.61	\$ 5,767.10	\$ 441,675.65
111	Oct-07	\$6,885.71	\$ 1,104.19	\$ 5,781.52	\$ 435,894.14
112	Nov-07	\$6,885.71	\$ 1,089.74	\$ 5,795.97	\$ 430,098.17
113	Dec-07	\$6,885.71	\$ 1,075.25	\$ 5,810.46	\$ 424,287.71
114	Jan-08	\$6,885.71	\$ 1,060.72	\$ 5,824.99	\$ 418,462.72
115	Feb-08	\$6,885.71	\$ 1,046.16	\$ 5,839.55	\$ 412,623.17
116	Mar-08	\$6,885.71	\$ 1,031.56	\$ 5,854.15	\$ 406,769.03
117	Apr-08	\$6,885.71	\$ 1,016.92	\$ 5,868.78	\$ 400,900.24
118	May-08	\$6,885.71	\$ 1,002.25	\$ 5,883.45	\$ 395,016.79
119	Jun-08	\$6,885.71	\$ 987.54	\$ 5,898.16	\$ 389,118.63
120	Jul-08	\$6,885.71	\$ 972.80	\$ 5,912.91	\$ 383,205.72
121	Aug-08	\$6,885.71	\$ 958.01	\$ 5,927.69	\$ 377,278.03
122	Sep-08	\$6,885.71	\$ 943.20	\$ 5,942.51	\$ 371,335.52
123	Oct-08	\$6,885.71	\$ 928.34	\$ 5,957.37	\$ 365,378.15
124	Nov-08	\$6,885.71	\$ 913.45	\$ 5,972.26	\$ 359,405.89
125	Dec-08	\$6,885.71	\$ 898.51	\$ 5,987.19	\$ 353,418.70
126	Jan-09	\$6,885.71	\$ 883.55	\$ 6,002.16	\$ 347,416.54
127	Feb-09	\$6,885.71	\$ 868.54	\$ 6,017.16	\$ 341,399.38
128	Mar-09	\$6,885.71	\$ 853.50	\$ 6,032.21	\$ 335,367.17
129	Apr-09	\$6,885.71	\$ 838.42	\$ 6,047.29	\$ 329,319.89
130	May-09	\$6,885.71	\$ 823.30	\$ 6,062.41	\$ 323,257.48
131	Jun-09	\$6,885.71	\$ 808.14	\$ 6,077.56	\$ 317,179.92
132	Jul-09	\$6,885.71	\$ 792.95	\$ 6,092.76	\$ 311,087.16
133	Aug-09	\$6,885.71	\$ 777.72	\$ 6,107.99	\$ 304,979.18
134	Sep-09	\$6,885.71	\$ 762.45	\$ 6,123.26	\$ 298,855.92

CDBG PROGRAM INCOME				Principal Amount	\$ 997,087.76
LOWELL TERRACE				Years to Maturity	15
				# of Payments	180
				Interest Rate	3.00%
				Pmts per year	12
				Year of Loan	
				Payment	\$6,885.71
#	Date	Payment	Interest	Principal	Balance
135	Oct-09	\$6,885.71	\$ 747.14	\$ 6,138.57	\$ 292,717.35
136	Nov-09	\$6,885.71	\$ 731.79	\$ 6,153.91	\$ 286,563.44
137	Dec-09	\$6,885.71	\$ 716.41	\$ 6,169.30	\$ 280,394.15
138	Jan-10	\$6,885.71	\$ 700.99	\$ 6,184.72	\$ 274,209.43
139	Feb-10	\$6,885.71	\$ 685.52	\$ 6,200.18	\$ 268,009.25
140	Mar-10	\$6,885.71	\$ 670.02	\$ 6,215.68	\$ 261,793.56
141	Apr-10	\$6,885.71	\$ 654.48	\$ 6,231.22	\$ 255,562.34
142	May-10	\$6,885.71	\$ 638.91	\$ 6,246.80	\$ 249,315.54
143	Jun-10	\$6,885.71	\$ 623.29	\$ 6,262.42	\$ 243,053.13
144	Jul-10	\$6,885.71	\$ 607.63	\$ 6,278.07	\$ 236,775.05
145	Aug-10	\$6,885.71	\$ 591.94	\$ 6,293.77	\$ 230,481.29
146	Sep-10	\$6,885.71	\$ 576.20	\$ 6,309.50	\$ 224,171.79
147	Oct-10	\$6,885.71	\$ 560.43	\$ 6,325.28	\$ 217,846.51
148	Nov-10	\$6,885.71	\$ 544.62	\$ 6,341.09	\$ 211,505.42
149	Dec-10	\$6,885.71	\$ 528.76	\$ 6,356.94	\$ 205,148.48
150	Jan-11	\$6,885.71	\$ 512.87	\$ 6,372.83	\$ 198,775.65
151	Feb-11	\$6,885.71	\$ 496.94	\$ 6,388.77	\$ 192,386.88
152	Mar-11	\$6,885.71	\$ 480.97	\$ 6,404.74	\$ 185,982.14
153	Apr-11	\$6,885.71	\$ 464.96	\$ 6,420.75	\$ 179,561.39
154	May-11	\$6,885.71	\$ 448.90	\$ 6,436.80	\$ 173,124.59
155	Jun-11	\$6,885.71	\$ 432.81	\$ 6,452.89	\$ 166,671.70
156	Jul-11	\$6,885.71	\$ 416.68	\$ 6,469.03	\$ 160,202.67
157	Aug-11	\$6,885.71	\$ 400.51	\$ 6,485.20	\$ 153,717.47
158	Sep-11	\$6,885.71	\$ 384.29	\$ 6,501.41	\$ 147,216.06
159	Oct-11	\$6,885.71	\$ 368.04	\$ 6,517.66	\$ 140,698.40
160	Nov-11	\$6,885.71	\$ 351.75	\$ 6,533.96	\$ 134,164.44
161	Dec-11	\$6,885.71	\$ 335.41	\$ 6,550.29	\$ 127,614.14
162	Jan-12	\$6,885.71	\$ 319.04	\$ 6,566.67	\$ 121,047.47
163	Feb-12	\$6,885.71	\$ 302.62	\$ 6,583.09	\$ 114,464.39
164	Mar-12	\$6,885.71	\$ 286.16	\$ 6,599.54	\$ 107,864.84
165	Apr-12	\$6,885.71	\$ 269.66	\$ 6,616.04	\$ 101,248.80
166	May-12	\$6,885.71	\$ 253.12	\$ 6,632.58	\$ 94,616.22
167	Jun-12	\$6,885.71	\$ 236.54	\$ 6,649.16	\$ 87,967.05
168	Jul-12	\$6,885.71	\$ 219.92	\$ 6,665.79	\$ 81,301.27
169	Aug-12	\$6,885.71	\$ 203.25	\$ 6,682.45	\$ 74,618.82
170	Sep-12	\$6,885.71	\$ 186.55	\$ 6,699.16	\$ 67,919.66
171	Oct-12	\$6,885.71	\$ 169.80	\$ 6,715.91	\$ 61,203.75
172	Nov-12	\$6,885.71	\$ 153.01	\$ 6,732.70	\$ 54,471.06
173	Dec-12	\$6,885.71	\$ 136.18	\$ 6,749.53	\$ 47,721.53
174	Jan-13	\$6,885.71	\$ 119.30	\$ 6,766.40	\$ 40,955.13
175	Feb-13	\$6,885.71	\$ 102.39	\$ 6,783.32	\$ 34,171.81
176	Mar-13	\$6,885.71	\$ 85.43	\$ 6,800.28	\$ 27,371.53
177	Apr-13	\$6,885.71	\$ 68.43	\$ 6,817.28	\$ 20,554.26
178	May-13	\$6,885.71	\$ 51.39	\$ 6,834.32	\$ 13,719.94
179	Jun-13	\$6,885.71	\$ 34.30	\$ 6,851.41	\$ 6,868.53

	CDBG PROGRAM INCOME			Principal Amount	\$ 997,087.76
	LOWELL TERRACE			Years to Maturity	15
				# of Payments	180
				Interest Rate	3.00%
				Pmts per year	12
				Year of Loan	
				Payment	\$6,885.71
<u>#</u>	<u>Date</u>	<u>Payment</u>	<u>Interest</u>	<u>Principal</u>	<u>Balance</u>
180	Jul-13	\$6,885.71	\$ 17.17	\$ 6,868.53	\$ (0.00)
	Total	\$ 1,239,426.90	\$ 242,339.14	\$ 997,087.76	

Memo

To: Kevin Clougherty, Tom Clark, Bob McKenzie, Jay Taylor
From: Randy M. Sherman
Date: September 18, 2001
Re: Lowell Terrace

At our meeting of September 6, 2001, I was requested to put together a proposal for consideration relative to the Lowell Terrace project. In this regard, I present the following background, comments and recommendations.

Background

- In 1984 the City, through the MHRA, made a loan totaling \$1,500,000 to Lowell Terrace Associates, a New Hampshire General Partnership, for the purposes of rehabilitating a fire damaged building at the northwest corner of Chestnut and Lowell Streets. The loan was comprised of two components: a \$1,250,000 low interest portion resembling a note and a \$250,000 portion resembling a limited-term equity contribution.
- The \$1,250,000 portion was to be amortized at an annual interest rate equal to three (3%) percent over a twenty year period following the completion of the construction. The first three years were interest only, followed by 17 years of monthly payments of \$7,826.69. The promissory note required interest payments to begin no later than June 30, 1985, monthly payments of \$7,826.69 to begin no later than June 30, 1988.
- The \$250,000 portion is to be repaid as a balloon payment 20 years following the completed construction. The payment is to equal one-half of the then current market value. The City was also to receive, for 20 years following construction, as proxy for interest on the \$250,000 portion, an annual payment equal to one-half of the net cash flow from the project.
- A project overrun of approximately \$120,000 was funded by Amoskeag Bank with collateral provided by Carolyn Morgan.
- In September 1988, two dates in the promissory note were amended. The payment dates relative to the payments on the \$1,250,000 portion of the note changed from June 30, 1985 to May 1, 1986 and from June 30, 1988 to May 1, 1989. As part of the same agreement, the parties agreed to establish April 1, 1986 as the date on which construction was completed and the City waived all late charges resulting from construction delays.
- Through December 1993, the City had received scheduled payments leaving the principal balance due on the \$1,250,000 portion at \$967,582. The project, however, was delinquent on property taxes. At this time, the parties amended the promissory note to allow the partnership fifteen months to get the property taxes current. A new amortization schedule was agreed upon allowing final payment to be July 2007. The agreement extended the term fifteen months. Payments were to resume on May 1, 1995.

- In February 1995, the City was informed that the property taxes were current. A proposal was put forward further delaying principal payments an additional 21 months, establishing a process to fund a capital reserve account and setting a payment priority upon fully funding the reserve. During the delayed payment period, monthly interest payments of \$2,500 were due to the City.
- On July 5, 1995, the BMA approved the following changes to the promissory note:
 1. The project property taxes shall remain current.
 2. The project shall pay interest payments of \$2,500 until principal payments resume.
 3. A capital reserve account shall be established with both the City and the owners.
 4. The reserve shall be funded with cash flow in excess of \$5,000 accumulated on a quarterly basis.
 5. When the capital reserve reached \$60,000 or no later than December 31, 1996, principal payments shall resume and any unpaid interest would be added to the principal.
 6. Payments on another note (Carolyn C. Morgan) shall not be made until the reserve is fully funded and the principal payments to the City have resumed.
 7. Any operating surpluses thereafter shall be applied to the principal in order to accelerate payoff of the City loan.
- It is unclear if item #7 conflicts with, or supercedes, the provision for the City to receive one-half of the project cash flow, as a proxy for interest on the \$250,000.
- Monthly payments of principal and interest did not resume on January 1, 1997. The project continued to remit interest only payments, without the consent of the City, until July 1, 1998. At that time, the principal balance was recalculated to be \$997,088. The payments were set at \$6,885.71 and the amortization schedule was unilaterally extended to July 2013.
- In 1999, the partnership attempted to work a pay-off arrangement with the City. The City calculated the pay-off would be approximately \$1,100,000.
- In 2001, the partnership has made a new proposal relative to the amounts owed the City. The partnership is proposing to continue making monthly payments of \$6,885.71 on the \$1,250,000 loan and begin making monthly payments of \$2,684.70 in November 2001 to amortize the \$250,000 loan. Both loans would be fully paid in the summer of 2013.
- The partnership has further suggested that if the City insists on one-half of the market value, the outstanding loans should be deducted from the amount owed.
- The partnership is current on both taxes and monthly payments on the \$1,250,000 loan.
- The partnership paid cashflow of \$35,293 to the City in July 2001. This amount was intended to cover FY96 through FY2000.
- The partnership has not used operating surpluses to reduce the outstanding principal.
- No payments to Carolyn Morgan have been made since 1994. The note has a current balance of \$21,275.

- Using the revaluation as a proxy for market value, the current value is \$1,359,000.

Financial Statements

- The City has received copies of financial statements for the years 1996-2000.
- The statements are compilations only and presented on a tax basis.
- The statements indicate that on December 31, 1996, the capital reserve was funded at \$59,113. At December 31, 2000, the capital reserve had grown to \$260,556.
- The statements indicated that on December 31, 1995, the partnership had \$75,233 in cash of which \$9,573 represented security deposits. The December 31, 2000 balance was \$339,060 of which \$17,705 represented security deposits.
- At December 31, 2000, the partner's accumulated deficit is \$886,845.
- At December 31, 2000, accumulated depreciation equals \$1,727,996 or 95% of property book value.

Tax issues

- At the September 7, 2001 meeting, Peter Morgan stated that now that the project is turning a profit, the partners are making tax payments although they are not making any withdrawals from the partnership.
- The financial statements are reflective of the tax status of the partners. The accumulated deficit has been taken as a tax loss. At even a 30% tax bracket, the partners have received tax savings of roughly \$266,000. Most of this is related to the depreciation on the assets that were paid for from the City's loan.

Recommendation

- The partnership should remit one-half of the December 31, 2000 cash balance, net of security deposits and \$60,000 for a capital reserve fund, to the City representing past due interest on the \$250,000 portion of the loan. This payment would be \$130,677.
- Alternatively, this cash could be used to reduce principal based on the 1995 amendment.
- In the short term, the partnership should maintain the capital reserve at a \$60,000 limit. An independent analysis should be conducted to determine the proper amount going forward.
- One-half of the 2001 cash flow and all subsequent cash flows, net security deposits and deposits or withdrawals to the capital reserve fund, should be remitted to the City.
- The partnership does not have adequate cash to meet the buy-out requirement. The City should allow the partnership the option of amortizing one-half of the market value. The amortization may be over an extended period at a market rate of interest. The partners have recommended twelve years at 7.5%. The partnership may not have sufficient cash flow to meet this type of payment (approximately \$7,250 / month based on current value). A longer term with a lower rate most likely would be required

- If the partners wish to escalate the buy-out, the City should allow the partners the option. This would allow the partnership to reduce the interest paid from one-half cash flow to a more predictable amount based on the market value of the property, the interest rate and the amortization period. This also would allow the partnership to lock-in the buildings value and avoid future escalation.
- The buy-out amount should not be adjusted for the outstanding debt. The partners extended the term unilaterally. It is clear that the debt was to be fully paid at the time of the buy-out and, therefore, the outstanding balance should not be considered.
- The Carolyn Morgan note remains subordinate to the City obligations.

ACORD™ EVIDENCE OF PROPERTY INSURANCE

DATE (MM/DD/YY)

05/31/07

THIS IS EVIDENCE THAT INSURANCE AS IDENTIFIED BELOW HAS BEEN ISSUED, IS IN FORCE, AND CONVEYS ALL THE RIGHTS AND PRIVILEGES AFFORDED UNDER THE POLICY.

PRODUCER USI New England PO Box 6360 Manchester, NH 03108		PHONE (A/C, No, Ext): 603 625-1100	COMPANY Vermont Mutual PO Box 188 Montpelier, VT 05602	
CODE:		SUB CODE:		
AGENCY CUSTOMER ID #: 22152		LOAN NUMBER		
INSURED Lowell Terrace Associates 70 Lowell Street Manchester, NH 03101		POLICY NUMBER BP17020511		
		EFFECTIVE DATE 05/18/07	EXPIRATION DATE 05/18/08	<input type="checkbox"/> CONTINUED UNTIL TERMINATED IF CHECKED
THIS REPLACES PRIOR EVIDENCE DATED:				

PROPERTY INFORMATION

LOCATION/DESCRIPTION

70-80 Lowell St.
 Manchester, NH 03101

COVERAGE INFORMATION

COVERAGE/PERILS/FORMS	AMOUNT OF INSURANCE	DEDUCTIBLE
Building #: 1 Sixty Three Unit Apt Coverage: Building Cause: Special (Including Theft)	\$3,047,500	\$1,000

REMARKS (Including Special Conditions)**CANCELLATION**

THE POLICY IS SUBJECT TO THE PREMIUMS, FORMS, AND RULES IN EFFECT FOR EACH POLICY PERIOD. SHOULD THE POLICY BE TERMINATED, THE COMPANY WILL GIVE THE ADDITIONAL INTEREST IDENTIFIED BELOW 10 DAYS WRITTEN NOTICE, AND WILL SEND NOTIFICATION OF ANY CHANGES TO THE POLICY THAT WOULD AFFECT THAT INTEREST, IN ACCORDANCE WITH THE POLICY PROVISIONS OR AS REQUIRED BY LAW.

ADDITIONAL INTEREST

NAME AND ADDRESS

City of Manchester
 1 City Hall Plaza
 Manchester, NH 03101

<input checked="" type="checkbox"/>	MORTGAGEE	<input type="checkbox"/>	ADDITIONAL INSURED
<input type="checkbox"/>	LOSS PAYEE	<input type="checkbox"/>	

LOAN #

AUTHORIZED REPRESENTATIVE



**City of Manchester
Department of Finance**

One City Hall Plaza
Manchester, New Hampshire 03101
Phone: (603) 624-6460
Fax: (603) 624-6549

July 10, 2007

Honorable Board of Mayor and Aldermen
C/o Leo Bernier, City Clerk
One City Hall plaza
Manchester, NH 03101

Dear Honorable Board:

This letter serves to advise that we have not yet received the building level financial information for Lowell Terrace. We have informed Mr. Morgan that this information has been requested by the Aldermen. Mr. Morgan has advised that the information will be forthcoming but we have yet to receive it. Failure to provide this information is a violation of section 9 of the Mortgage & Security Agreement.

Respectfully submitted,

William E. Sanders
Finance Officer

Cc: Thomas R. Clark, City Solicitor

To: Board of Mayor and Alderman

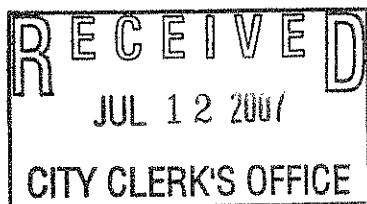
From: Bill Sanders

Date: July 12, 2007

Subject: Lowell Street Operating Statements

As requested, attached are building level operating statements for Lowell Terrace for the years 2004 through 2006 provided by Mr. Peter Morgan.

Cc; Tom Clark



Lowell Terrace
Building Operating Statements
For the years ended December 31, 2006, 2005 & 2004

	<u>2006</u>	<u>2005</u>	<u>2004</u>
REVENUE			
Rental Income	\$ 267,603	\$ 274,258	\$ 298,067
Other Income	2,231	2,174	2,663
TOTAL REVENUE	<u>\$ 269,834</u>	<u>\$ 276,432</u>	<u>\$ 300,730</u>
OPERATING EXPENSES			
Real Estate Taxes	\$ 38,300	\$ 35,614	\$ 29,346
Gas	34,893	25,623	28,602
Repairs & Maintenance	22,640	13,073	12,396
Management Fees	20,604	18,449	20,866
Interest	15,882	29,852	50,121
Electricity	12,116	10,046	10,497
Insurance	10,038	9,540	9,019
Water & Sewer	9,303	11,758	11,384
Accounting Fees	9,261	3,075	3,255
Janitorial Services	6,351	8,861	7,121
Exterminator	4,305	2,600	1,728
Depreciation	4,068	4,058	12,228
Supplies	3,883	3,171	2,411
Fire Alarm	2,680	2,659	2,832
Waste Disposal	2,160	2,160	2,160
Licenses and Fees	1,315		70
Bank Charges	1,279	1,480	1,754
General Partner Fees	1,200	1,200	1,200
Legal Fees	1,156		4,434
Appliances	898		
Central Business District Tax	828	804	1,656
Rental Equipment	571		
Grounds Maintenance	475	1,620	850
Advertising	461	752	622
Telephone	375	317	374
Entertainment	240	67	325
Rental Incentive Plan Fee	100		
Foreign Tax Expense	38	13	13
Amortization		2,250	2,250
TOTAL OPERATING EXPENSES	<u>\$ 205,420</u>	<u>\$ 189,042</u>	<u>\$ 217,514</u>
Income From Building Operations	<u>\$ 64,414</u>	<u>\$ 87,390</u>	<u>\$ 83,216</u>

To the Board of Mayor and Aldermen of the City of Manchester:

The Majority of the Committee on Bills on Second Reading respectfully recommends, after due and careful consideration, that Ordinance:

“Amending the Zoning Ordinance of the City of Manchester by extending the General Business District (B-2) into an area currently zoned Residential One Family District (R-1B), being a portion of Tax Map 381, Lot 47 with an address of 466 South Willow Street and abutting South Lincoln, South Willow and Parkview Streets. A majority of the property is currently zoned B-2 and the petition would extend the B-2 to include the entire lot.”

be denied at this time.

The Committee notes that the business owner should work with the neighborhood and may return with a petition after addressing issue as noted in a communication from Alderman Garrity enclosed herein.

(Aldermen Garrity, Pinard and Duval in favor. Aldermen Lopez and Gatsas opposed.)

IN BOARD OF MAYOR & ALDERMEN

DATE: June 5, 2007

ON MOTION OF A.L.D. Lopez

SECONDED BY A.L.D. Forest

VOTED TO table.

Sub. Pinard
CITY CLERK

Respectfully submitted,

[Signature]
Clerk of Committee
[Signature]

City of Manchester New Hampshire

In the year Two Thousand and Seven

AN ORDINANCE

"Amending the Zoning Ordinance of the City of Manchester by extending the General Business District (B-2) into an area currently zoned Residential One Family District (R-1B), being a portion of Tax Map 381, Lot 47 with an address of 466 South Willow Street and abutting South Lincoln, South Willow and Parkview Streets. A majority of the property is currently zoned B-2 and the petition would extend the B-2 to include the entire lot."

BE IT ORDAINED, By the Board of Mayor and Aldermen of the City of Manchester, as follows:

SECTION I. Amending the Zoning Ordinance of the City of Manchester by extending the General Business District (B-2) into an area currently zoned Residential One Family District (R-1B), being a portion of Tax Map 381, Lot 47 with an address of 466 South Willow Street and abutting South Lincoln, South Willow and Parkview Streets. A majority of the property is currently zoned B-2 and the petition would extend the B-2 to include the entire lot, and being more particularly bounded and described as follows:

Beginning at a point on the centerline of Parkview Street, said point being on the zone boundary line between the B-2 (General Business) zone district and the R-1B (Residential One Family) zone district, and being approximately 115 ft. easterly of the centerline of South Lincoln Street, prior to this amendment;

Thence, easterly along the centerline of Parkview Street, for a distance of approximately 130 ft. to a point;

Thence, southerly along the property line of TM 381/47, and TM 381/46, extended, for a distance of approximately 162 ft. to a point;

Thence, westerly along the property line of TM 381/47, and TM 381/49 for a distance of approximately 30 ft. to a point;

Thence, northwesterly along the zone boundary line between the B-2 (General Business) zone district and the R-1B (Residential One Family) zone district, prior to this amendment, a distance of approximately 190 ft., to a point, said point being the point of beginning.

Said description to include a portion of TM 381/47 consisting of approximately 10,280 square feet of private land, to be rezoned from R-1B (Residential One Family) to B-2 (General Business) zone district, after this amendment.

SECTION II. Resolve this ordinance shall take effect upon passage.

28

Craig, Deachman & Gowie, PLLC

ATTORNEYS AT LAW
Since 1929

84 Bay Street
Manchester NH 03104
Phone 603•669•3970
Phone 603•665•9111
Fax 603•296•2289

William H. Craig
James W. Craig
W. John Deachman
Marc van Zanten

April 17, 2007

Leo R. Bernier, Clerk
City of Manchester
One City Hall Plaza
Manchester, NH 03101

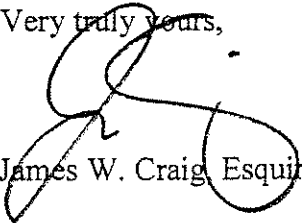
Re: Frederick H. Nixon, Jr.
466 So. Willow Street, Manchester, New Hampshire

Dear Mr. Bernier:

Enclosed herein please find an original Proposed Zoning Amendment which we are filing on behalf of Mr. Nixon regarding the above-referenced matter. Please also find enclosed our check in the amount of \$300.00 to cover filing fees for same.

Thank you for your attention to this matter.

Very truly yours,


James W. Craig, Esquire

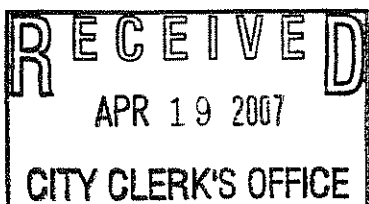
JWC/jlb
Enclosure

cc: Frederick H. Nixon, Jr.

May 15, 2007.
In Board of Mayor and Aldermen.

On motion of Alderman Smith, duly seconded by Alderman Thibault, it was voted to refer to the Cmte. on Bills on Second Reading and refer to public hearing on June 4, 2007 at 6:30 PM.


City Clerk



28
THE H.H. RICHARDSON BUILDING

BOARD OF ADJUSTMENT

CITY OF MANCHESTER, NH

IN RE: 466 SO. WILLOW STREET, MANCHESTER, NH

PROPOSED ZONING AMENDMENT

OWNER: Frederick H. Nixon, Jr.

1. Property Description

The property at issue is located at 466 So. Willow Street in Manchester, New Hampshire. It is Map 381, Lot 47 on the Manchester Tax Map (TAB A) located at the intersection of So. Lincoln Street at Parkview Street. It is currently leased to Auto-Torium of 1313 Hooksett Road, Hooksett, New Hampshire. The entire lot is used as a car dealership.

2. Statement of Purpose

The Nixon lot has been used for years as an automobile dealership. The front portion of the lot, closest to So. Willow Street, is zoned B-2 (General Business District) which is a permitted use. The rear of the lot (in yellow) (TAB B) is zoned R-1B (Neighborhood) in which the use is not permitted. It is the intention of this proposal to have the City of Manchester extend the B-2 Zone to include all of Tax Map 381, Lot 47. We have also attached a Proposed site Plan for your information. (TAB C).

3. Property Tax Map

The property Tax Map indicates the Nixon Lot (381-47) and demonstrates how the lot is bisected by the current zoning layout.

4. Impact of Proposed Amendment

The Nixon lot has been used as an auto dealership since the 1960's. Since that time South Willow Street has developed into the premier retail/wholesale area in the City. The Nixon lot fronts upon So. Willow Street. Hertz Rental abuts the lot. Directly across So. Willow Street are commercial uses such as Dynatune Batteries Plus, Payday and U-Haul. Directly off of So. Willow Street and behind the Nixon lot are residential neighborhoods on Parkview Street and Doris Street. This is a classic case where commercial uses abut residential neighborhoods but since this has been the case since the 1960's and there will be no change in use, there should be no impact on existing adjacent neighborhoods.

5. Impact on City

Since this is a minor change in the zoning ordinance and since it is being requested to accommodate a long existing use, there should be no impact upon the City's economy, environment, municipal services or facilities.

6. Abutters

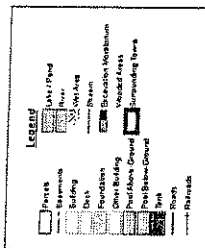
See attached list

7. Fee attached

\$300.00 Enclosed.

LIST OF ABUTTERS

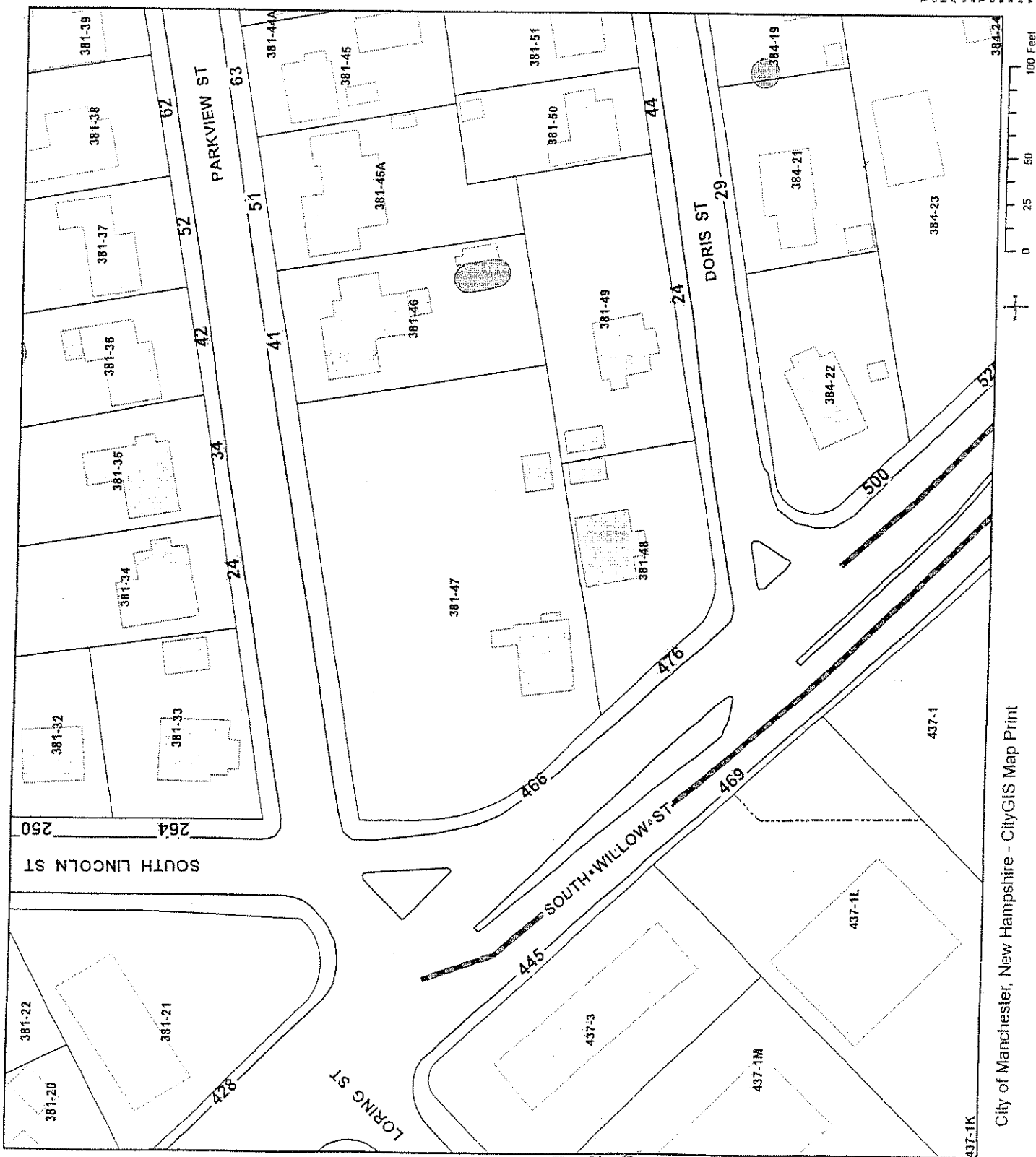
446 So. Willow Street – Bradford Oil Co., Inc. – Lot 437-3
469 So. Willow Street – Charles Zoulas – Lot 437-1L, 1K
476 So. Willow Street – Theodore Katsarakes – Lot 381-48
428 So. Willow Street – Donald W. York – Lot 381-21
264 So. Lincoln Street – Dora Hitchen – Lot 381-33
24 Parkview Street – Thomas Stanley, Jr. – Lot 381-34
34 Parkview Street – Phyllis P. Kline – Lot 381-35
42 Parkview Street – Richard K. Provencher – Lot 381-36
41 Parkview Street - Jennifer L. Jones – Lot 381-46
24 Doris Street – Victoria Engheben – Lot 381-49



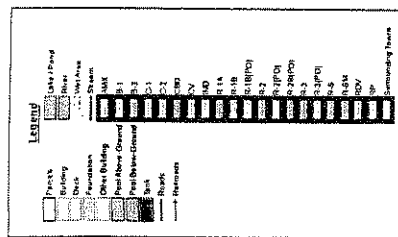
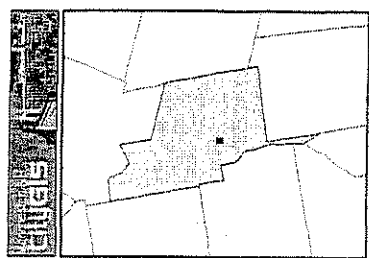
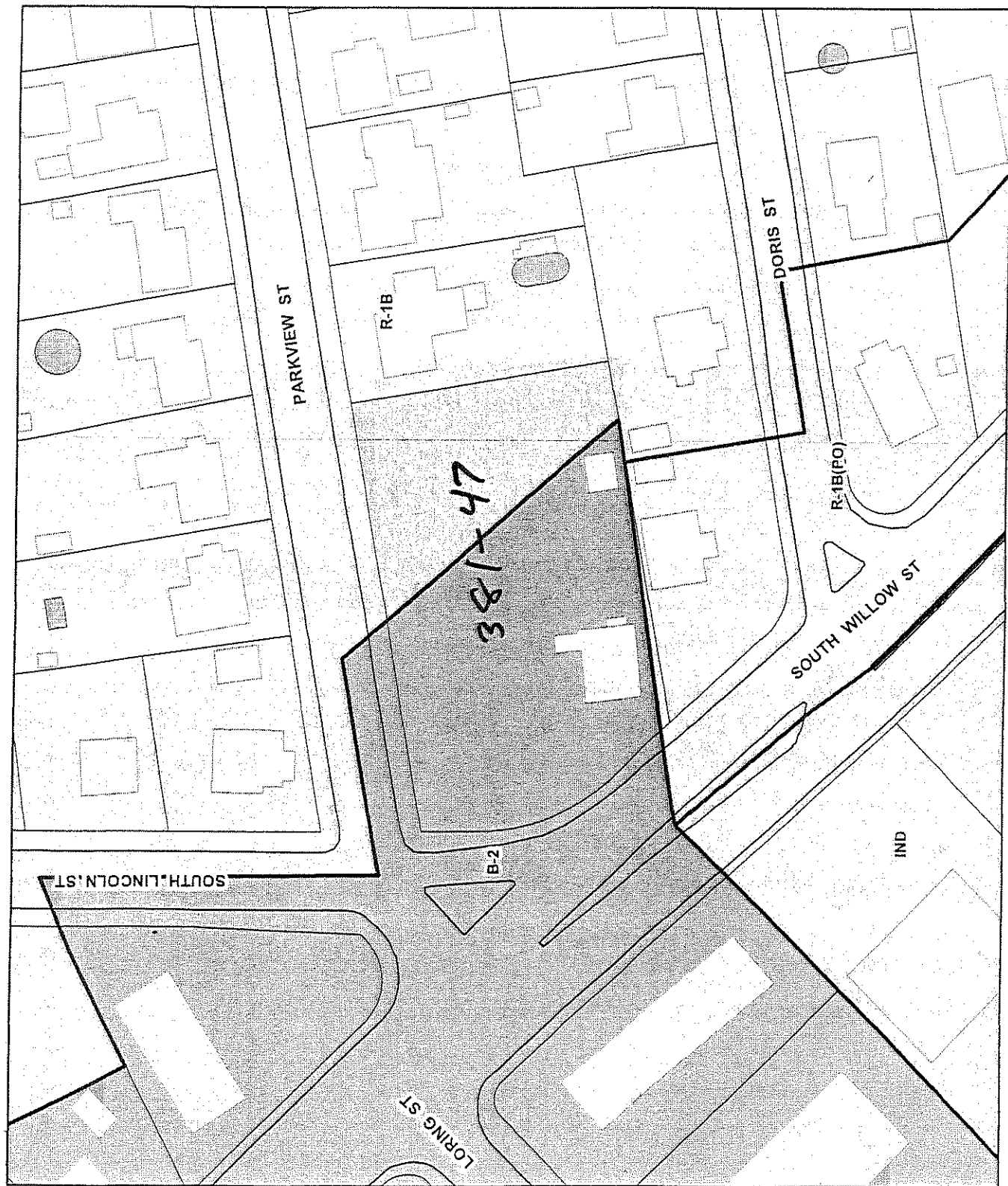
DISCLAIMER

DISCLAIMER

The information appearing on this map is for the convenience of users only and is not an official public record of the City of Madison, Wisconsin. This map is not survey quality. All boundaries, etc., appearing on this map have been derived from various sources, and its use has no implied warranty or representation, and its use does not constitute a legal conveyance. The City makes no warranties, expressed or implied, concerning the accuracy, completeness, reliability, or usefulness of this information for any particular use. The City assumes no liability whatsoever for any such use or misuse of this information. The official public record office of the City of Madison, Wisconsin, is the Office of the Register of Deeds, which this information was compiled are kept in the offices of various City, County, and State government agencies and departments, and are available for inspection and copying during normal business hours. By using this map, you agree to these limitations and assume all responsibility.

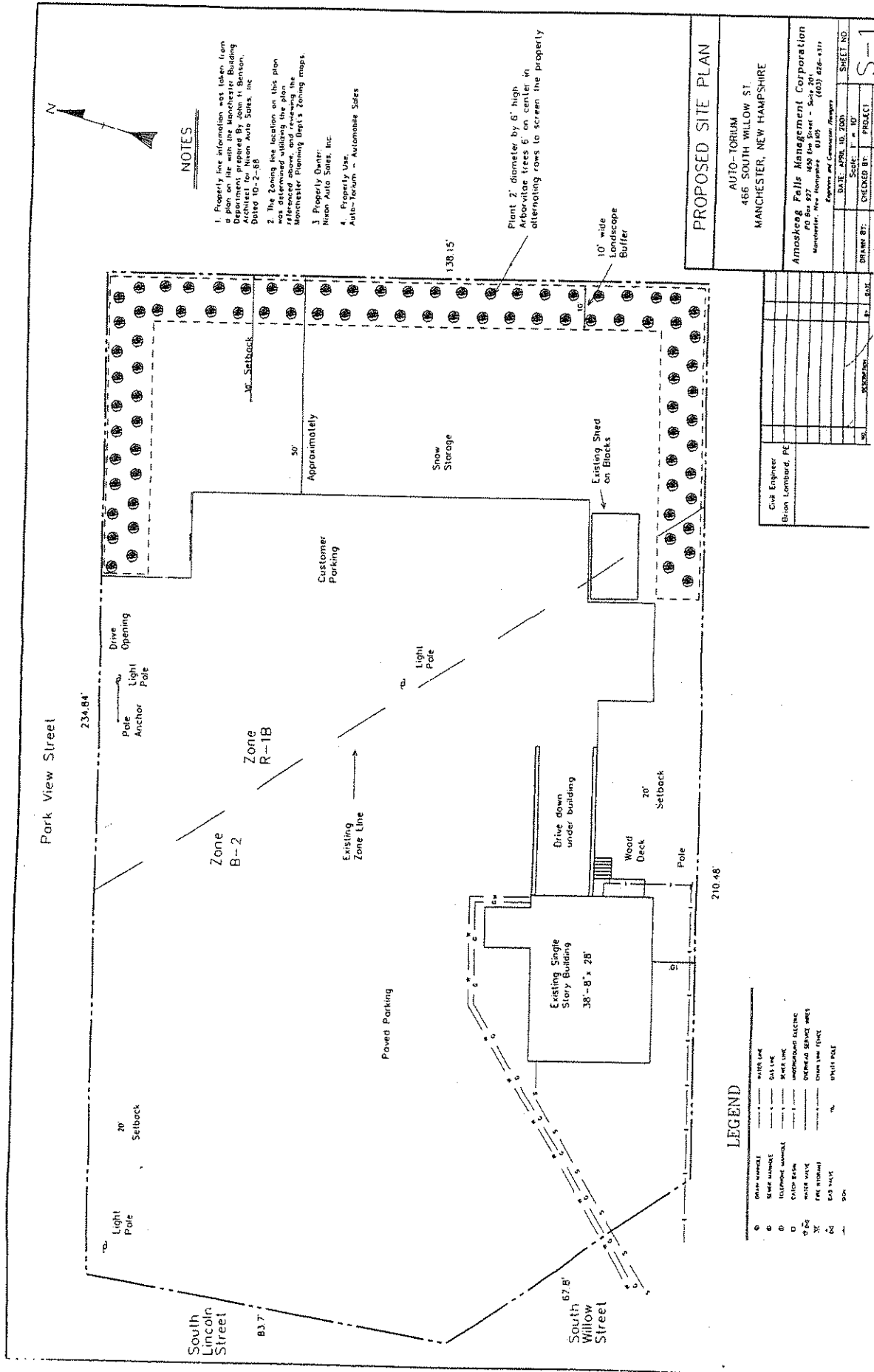


City of Manchester, New Hampshire - CityGIS Map Print



DISCLAIMER

[illegible]



NOTES

1. Property line information was taken from a plan prepared by the Planning Department prepared by John R. Sullivan, Architect for Nixon Auto Sales, Inc. Dated 10-2-88.
2. The Zoning line location on this plan was determined utilizing the plan prepared by the Planning Department, and reviewing the Manchester Planning Dept's zoning maps.
3. Property Owner: Nixon Auto Sales, Inc.
4. Property Use: Auto-Torium - Automobile Sales

PROPOSED SITE PLAN

AUTO-TORIUM
466 SOUTH WILLOW ST
MANCHESTER, NEW HAMPSHIRE

Amoskeag Falls Management Corporation
466 South Willow Street - Suite 200
Manchester, New Hampshire 03105
(603) 866-1111

DATE: APRIL 18, 2000	SHEET NO.
SCALE: 1" = 10'	PROJECT
DRAWN BY:	S-1

LEGEND

Drive opening	Water line
Electric line	Gas line
Telephone line	Water line
Sanitary line	Sanitary line
Water valve	Water valve
Fire hydrant	Fire hydrant
Gas valve	Gas valve
Water pole	Water pole



Robert S. MacKenzie, AICP
Director

CITY OF MANCHESTER

Planning and Community Development

Planning
Community Improvement Program
Growth Management



Staff to:
Planning Board
Heritage Commission
Millyard Design Review Committee

May 11, 2007

Mr. Leo Bernier
City Clerk
One City Hall Plaza
Manchester, NH 03101

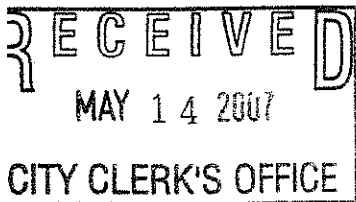
Re: Technical Review for Rezoning Petition – 466 South Willow Street

Dear Mr. Bernier:

In accordance with the policy on rezoning requests, the following information is provided in consideration of a rezoning request filed by the owner's counsel for property at 466 South Willow Street, known as Tax Map 381/Lot 47. The subject parcel is located on the southeasterly corner of South Willow Street and Parkview Street. The front portion of the lot is zoned *General Business (B-2)*, while the rear portion is zoned *Residential (R-1B)*. The applicant is requesting that the rear portion of the site be rezoned to *B-2*, consistent with the front portion of the site.

The entire parcel is approximately 32,700 SF, with more than half of the parcel in the *B-2* zoning district. The parcel has been used as an auto dealership since the 1960's, although the use of the rear portion of the site has been limited because it is zoned residential, not business. While the front portion of the site is adjacent to, and across from, business and industrial uses, the rear portion of the site proposed for rezoning abuts residences on both Parkview Street and Doris Street.

While the future land use map of the 1993 Master Plan for the City of Manchester indicates residentially zoned parcels on the easterly side of South Willow, southerly towards the area of Jobin Drive, many of these parcels are now developed with commercial uses either through variance action or rezoning. As with all rezoning requests that propose the extension of a commercial zone further into a residential zone, the issue that needs to be addressed is the impact of additional commercial activity on the adjacent residential parcels.

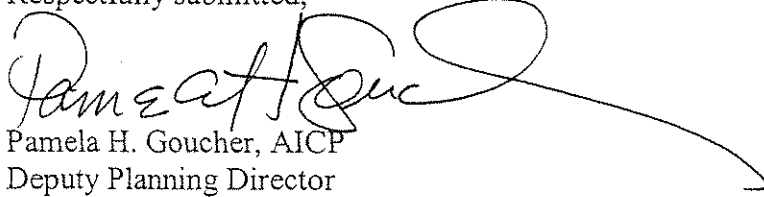


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One City Hall Plaza, Manchester, New Hampshire 03101
Phone: (603) 624-6450 Fax: (603) 624-6529
E-mail: planning@ManchesterNH.gov
www.ManchesterNH.gov

From a technical perspective, the petition to rezone the rear portion of the parcel at 466 South Willow Street may be forwarded to the Board of Mayor and Aldermen for their consideration and for a public hearing. Consistent with the policy for rezoning petitions, I am forwarding a copy of this report and the petition to the Planning Board, the Building Department and the Office of the City Solicitor for their comment.

The Planning Director or I will be available to answer any questions that the Board may have.

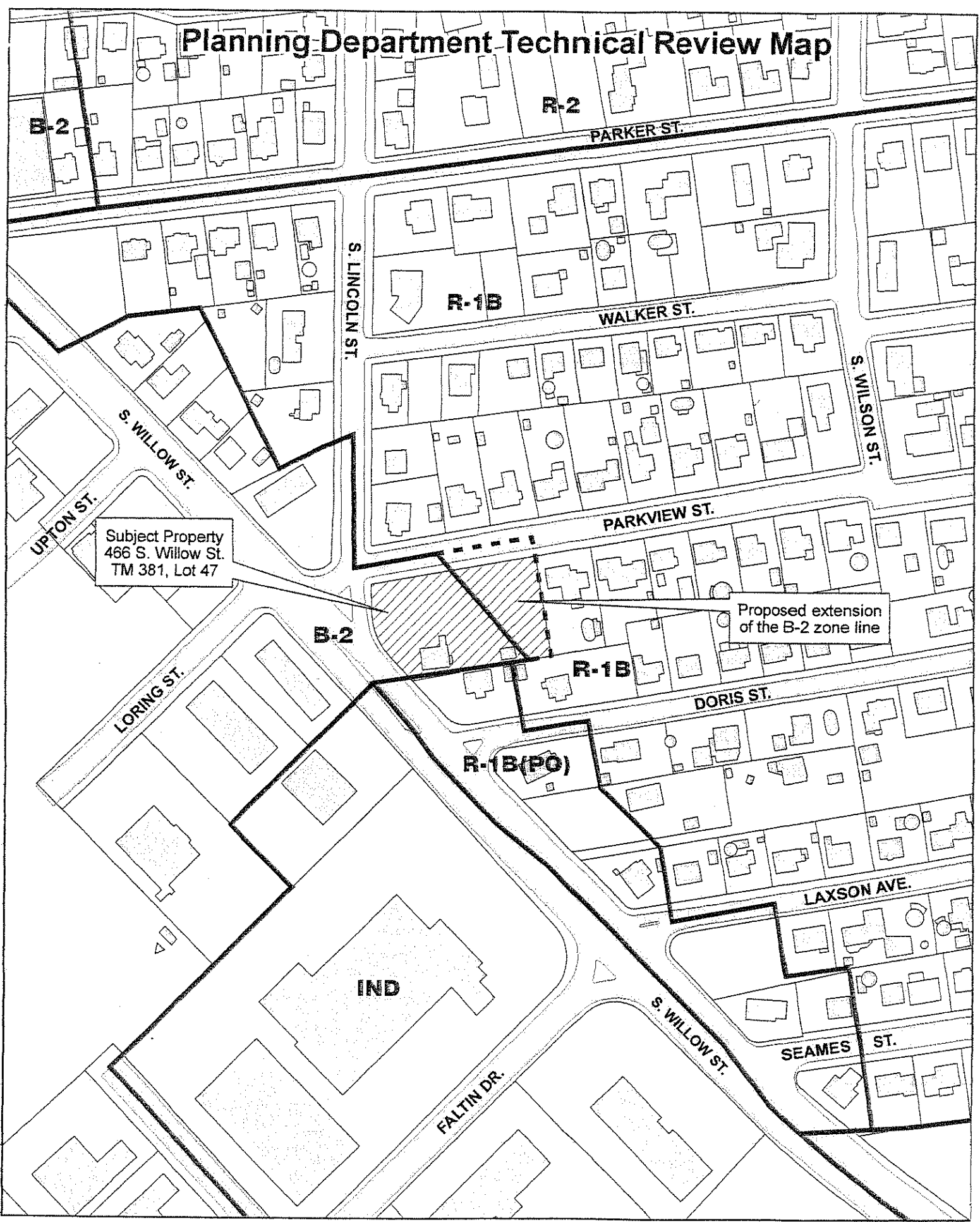
Respectfully submitted,



Pamela H. Goucher, AICP
Deputy Planning Director

C: Planning Board
Building Department
Office of the City Solicitor

Planning Department Technical Review Map



Subject Property
466 S. Willow St.
TM 381, Lot 47

Proposed extension
of the B-2 zone line

1. This map was prepared by the City of Manchester Planning & Community Development Department (D. Beauchesne) on May 14, 2007.

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0 25 50 100 150 200 Feet





CITY OF MANCHESTER

Planning and Community Development

Robert S. MacKenzie, AICP
Director

Planning
Community Improvement Program
Growth Management



Staff to:
Planning Board
Heritage Commission
Millyard Design Review Committee

May 30, 2007

Mr. Leo Bernier, City Clerk
City of Manchester
One City Hall Plaza
Manchester, NH 03101

Re: *Planning Board Comments on rezoning requests: 116 South Main Street; 316 & 322 South Main Street and 466 South Willow Street*

Dear Mr. Bernier:

In accordance with the procedures on rezoning requests, the Planning Board has reviewed the above three rezoning requests and would like to offer the following comments:

116 South Main Street: The Planning Board, while recognizing that the property is split by the zoning boundary had some concerns about the potential impact of business activities on the backyards of residential properties on Walker Street (and perhaps the adjacent Piscataquog Trail). The Board would suggest that should the Board of Mayor and Aldermen wish to approve this request, that either the proposed Business zoning line be pulled back 25 feet from the residential properties on Walker Street or the BMA require the project to come to the Planning Board for site plan review so that an appropriate buffer and screening be implemented.

316 & 322 South Main Street: The Planning Board believes that these lots may be more appropriately zoned B-1 as requested. They also believed that the Board of Mayor and Aldermen may, at some point, want to consider rezoning the entire section of South Main Street from these properties down to Woodbury Avenue.

466 South Willow Street: The Planning Board again recognizes that the zone line crosses the property and makes a portion of the lot unusable. They did question the possible impact on adjacent residential properties, however. As in 116 South Main Street, the Planning Board suggests that should the Board of Mayor and Aldermen wish to approve this request, the BMA require the project to come to the Planning Board for site plan review so that an appropriate buffer and screening be implemented to protect the adjacent residential properties.

I will be available at your next meeting if you have any questions.

Sincerely,

Robert S. MacKenzie, AICP
Director of Planning and Community Development

C: Planning Board Chairman

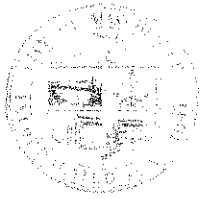
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E-mail: planning@ManchesterNH.gov

www.ManchesterNH.gov

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CITY OF MANCHESTER

Board of Aldermen



June 5, 2007

The Honorable Jerome Duval, Chairman
Committee on Bills on Second Reading
One City Hall Plaza
Manchester, NH 03101

Re: "Amending the Zoning Ordinance of the City of Manchester by extending the General Business District (B-2) into an area currently zoned Residential One Family District (R-1B), being a portion of Tax Map 381, Lot 47 with an address of 466 South Willow Street and abutting South Lincoln, South Willow and Parkview Streets. A majority of the property is currently zoned B-2 and the petition would extend the B-2 to include the entire lot."

Dear Mr. Chairman and Committee Members:

Based on the history and testimony from neighbors in the area at last evening's rezoning public hearing regarding the above petition I wish to note to following for the Committee's consideration.

This particular property has been a source of neighborhood complaints for many, many years. It would be my recommendation that improvements be made to the lot as it should have been many years ago! Once such improvements have been made we will be able to get feedback from the neighborhood residents. But, at this time considering the emotional testimony presented last evening let's not further destroy the quality of life in the neighborhood.

As their Aldermanic representative I, therefore, would strongly **recommend denial** of this petition for rezoning at this current time. Your favorable consideration of my request is greatly appreciated.

Sincerely,

Michael D. Garrity
Alderman – Ward 9